



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 - 5 December 2018 - 12.30pm

Present: Rt. Wor. Charles R. Gosling, JP, Chairman
Councillor John Harvey, MBE, JP
Councillor Lawrence Scott, JP
Councillor Henry Ming
Councillor George Scott, JP

Staff: Treasurer - Tanya Iris (Acting Secretary)
Senior Engineer - Ian Hind
HR Manager - Lindell Foster
Event Project Manager - Danilee Trott
Event Project Manager (Designate) - Jessica Astwood
Communications Manager - Zoe Mulholland
Deputy Treasurer - Siobhan Fubler

Apologies: Councillor Dennis Tucker, JP
Councillor Carlton Johnson
Councillor RoseAnn Edwards
Councillor Nicholas Swan
City Engineer - Patrick Cooper

1. Confirmation of Notice:

The Acting 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 12.40pm.

4. Apologies:

The Acting Secretary confirmed that apologies had been received from Councillor Dennis Tucker, Councillor Carlton Johnson, Councillor RoseAnn Edwards, Councillor Nicholas Swan and the City Engineer. The Senior Engineer represented the Engineering Department.

5. Public Participation/Presentation:

There was no public participation/presentation.

6. Correspondence:

- (i) Congratulatory Letter to the Hon. Walter Roban, JP, MP, Deputy Premier and the Minister of Home Affairs dated 6 Nov 2018.
- (ii) Email response to the Congratulatory Letter from the Hon. Walter Roban, JP, MP, dated 7 Nov 2018.

7. Minutes of Previous Board Meeting dated 14 November 2018:

- (i) The Mayor commented on:

Page 8 of 9, Paragraph 12(vii), last sentence: "The Mayor motioned that the Corporation of Hamilton fully supports the Government and the National Museum of Bermuda in their efforts to increase the UNESCO boundary of Fort Hamilton and its inclusion as a Bermuda UNESCO Site Designation.", **should read:**

"RESOLUTION: That the Corporation of Hamilton fully supports the Government and the National Museum of Bermuda in their efforts to increase the UNESCO boundary of Fort Hamilton and its inclusion as a Bermuda UNESCO Site Designation.

Proposed: Mayor, Charles Gosling
Unanimous"

Seconded: Councillor J. Harvey

- (ii) The Mayor commented on:

Page 8 of 9, Paragraph 12(vii): "ACTION: Circulate the email received from Mr. James Hallett of UNESCO requesting further information on Fort Hamilton in order to process the deed. **(The Mayor)"**, **should read:**

"ACTION: Respond to the email received from Mr. James Hallett of UNESCO requesting further information on Fort Hamilton in order to process the deed, informing him that the COH is in possession of the requested documentation. **(The City Engineer)**

Proposed: Councillor L. Scott
Unanimous"

Seconded: Councillor G. Scott

The Minutes were accepted as read with the amendments.

8. Matters Arising from the Previous Board Meeting of 14 November 2018:

(i) An email pertaining to any outstanding Matters Arising be sent to the Member responsible on 2 January 2019, as a reminder for action. These items would be included in the Agenda for the next full Council Board Meeting on 9 January 2019. **(Acting Secretary)**

(ii) Contact the owners of the bronze sculpture of a lady on a bench by Desmond Fountain, with a view to incorporating it in a City Park. **(Councillor D. Tucker)** This item had not been completed.

(iii) **Give one weeks' notice to the Corporation Board prior to commencement of the removal and replacement of the trees on Elliott Street, together with a reasonable timeline of all stages to completion.** This item had been completed.

(iv) A meeting is scheduled for the week commencing 17 December 2018 for the City Engineer and the Parks Superintendent to meet with Mr. Fowle as it relates to the status of the trees at the west end of Dundonald Street. **(City Engineer)** This item had not been completed.

(v) The Minister invited the Mayor and Members of the Council to a meeting as it related to the consultative process. The invitation pre-empted the need for the Mayor to write to the Minister and the St George's Council. The Minister had said that the consultative process would be completed prior to the Corporation of Hamilton's Council elections in May 2019. The Mayor would remain in contact with the Minister over the next steps to be taken. **(Mayor)** This item is ongoing.

(vi) **The Minister approved for a member of the COH's Council to attend the Commonwealth Local Government Forum conference in Trinidad on 5-7 December 2018. Councillor Swan was nominated to attend. No Government representatives would be in attendance.** This item had been completed.

(vii) Councillor Swan would meet with the BEDC prior to the public presentation as it relates to the development of North Hamilton. Councillor G. Scott and the Communications Manager attended the public presentation. **(Councillor Swan)** This item had not been completed.

(viii) **Respond to Mr. James Hallett of UNESCO informing him that the COH is in possession of the requested documentation.** This item had been completed.

(ix) A lease is to be drawn up between Localmotion Limited and the Corporation of Hamilton for the rent of 12 parking bays on the ground floor of Bull's Head Car Park. A proviso that Localmotion Limited would take full responsibility for security of the area would be included in the lease. **(City Engineer)** This item had not been completed.

9. Recommendations for Review:

There were no Recommendations for review.

10. Resolutions Approved by the Minister:

That the Board approve in principle the plan for the relocation of the statue "Against da Tide" and the proposed new layout of the area as detailed by Cooper Gardner Architects.

That the Board approve to give permission for the Lions Clubs of Bermuda to utilise the Bermudiana Building situated at Barr's Bay Park as the collection, compilation and distribution centre of food hampers, for the week commencing 10 December 2018.

That the Board approve for a lease to be drawn up between Localmotion Limited and the Corporation of Hamilton to rent 12 parking bays on the ground floor of Bull's Head Car Park with the proviso that Localmotion Limited would take full responsibility for security of the area.

That the Board approve the erection of the temporary structure to serve as a temporary Visitor Service Centre for the Bermuda Tourism Authority until the beginning of January.

That the Board approve for three (3) trees on Elliott Street be replaced with three (3) smaller trees.

That the Board approve a payment of \$2,550,000 against the Clarien Bank Loan in November 2018, subject to thirty (30) days' notice and after notice has been given, that no early payment penalty would be charged by Clarien Bank.

That the Board approve the Staff, Legislative & Governance Committee to draft a policy, whereby, should any Committee meeting not take place due to a lack of a quorum, the meetings must be rescheduled within the week following, at the same time, to ensure that the Committees meet once every month.

That the Board approve the appointment of KPMG as auditors for the next three (3) consecutive years - December 31, 2018, 2019 and 2020.

That the Corporation of Hamilton fully supports the Government and the National Museum of Bermuda in their efforts to increase the UNESCO boundary of Fort Hamilton and its inclusion as a Bermuda UNESCO Site Designation.

11. Committees and Recommendations for Review:

(i) Residents Advisory Committee - 8 November 2018

That the Board direct the Finance Committee to consider inserting a budget for a telephone Citizen Satisfaction Survey, pending further communication from Global Marketing Research Company and another two (2) marketing research companies for comparison.

Councillor Ming said that the purpose of the survey would be to give residents an opportunity to communicate with the COH on any issues they may have. It was decided that costs should be ascertained and considered before proceeding with a recommendation to the Finance Committee.

The Events Project Manager explained the discussion which took place at the Residents Advisory Committee when Ms. Smith asked how surveys were currently conducted. She said that surveys were published in newsletters, enclosed with tax bills and on social media, etc. Ms. Smith had suggested that surveys by telephone could be more effective. The Communications Manager said that out of 300 surveys recently sent with tax bills, about 60 had been returned.

The Mayor said that a report on the recent survey and costs obtained from the three (3) marketing companies, should be forwarded to the Finance Committee for consideration.

ACTION: A statistical report on the recent residents survey and costs obtained from the three (3) marketing companies, to be forwarded to the Finance Committee for consideration.
(Communications Manager/Event Project Manager)

(ii) Infrastructure Committee - 21 November 2018

RESOLUTION: That the Board approve for the Corporation of Hamilton (COH) to thank the Bermuda Triathlon Association for their proposal for partnership and offer the charge of \$193,000, at cost, representing all services provided by COH which would include \$30,000 labour outlay for the tent costs, together with a schedule of City branding, marketing and logistical requirements.

Proposed: Councillor L. Scott
Unanimous

Seconded: Councillor G. Scott

(iii) Finance Committee - 15 November 2018

There were no Recommendations for review.

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

There were no Recommendations for review.

12. Any Other Business:

(i) An email pertaining to any outstanding Matters Arising, be sent to the Member responsible on 2 January 2019, as a reminder for action. These items would be included in the Agenda for the next full Council Board Meeting on 9 January 2019. **(Acting Secretary)**

(ii) Councillor L. Scott said that while President G.H.W. Bush was in office, he had been instrumental in the US/Bermuda tax treaty for international businesses in Bermuda. This had benefitted the City of Hamilton and the Government of Bermuda greatly. At this time of mourning, he thought it appropriate for the COH to send a letter of condolence and thanks for the friendship of the President and the United States Administration. The Mayor suggested the letter be address to President G.W. Bush expressing the City of Hamilton's appreciation for the good that President G.H.W. Bush did for Bermuda.

ACTION: Ask the US Consulate General to whom a letter of condolence should be addressed. **(Acting Secretary)**

(iii) The Event Project Manager reminded the Council to respond to the staff party invitation.

(iv) On behalf of the Council, the Mayor thanked the Event Project Manager, Danilee Trott, for all her hard work and dedication at the Corporation of Hamilton and wished her well as she leaves the COH at the end of December 2018.

13. Motion to Move to Restricted Session:

Proposed: Councillor L. Scott

Seconded: Councillor G. Scott

The Public Session concluded at 1:08pm.

Date

Mayor

Acting Secretary