



**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**  
**14 March 2018**  
**10:00am**

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

**Staff:** Secretary - Ed Benevides, JP  
City Engineer - Patrick Cooper  
Senior Events and Marketing Coordinator - Thomas Lightbourne  
Ports Superintendent - Earl Francis

**Apologies:** Councillor RoseAnn Edwards  
Event Project Manager - Danilee Trott

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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 apologies from Councillor RoseAnn Edwards and the Event Project Manager, Danilee Trott. The Senior Events and Marketing Coordinator, Thomas Lightbourne was in attendance in her stead.

5. **Public Participation/Presentation:**

**(i) Report by Mr. Alan Burns, Port Consultant:** Councillor Harvey welcomed Mr. Burns to the meeting. The City Engineer reminded the Committee that the CoH was going through a review process of the current operations on the dock. Mr. Burns from Burns Port Consultants in Scotland has been engaged by the CoH and has produced a first draft report.

Mr. Burns gave a brief update on some of his findings thus far:

Establish the current port conditions and come up with suggestions for improvements. Existing license with Stevedoring Services Limited (SSL): When having a monopoly position as the CoH has, always must check to ensure there is no evidence of misuse of power. There are proper safeguards in place and what has been observed so far, there is no evidence of misuse of power.

It is clear that SSL has had a troubled financial history and they have had to be supported by a number of shareholders. What is not clear, is how much has been passed on from the performance of America's Cup, i.e. the turnover and profitability as the America's Cup starts to diminish. Mr. Burns expressed some concern in SSL's 2015/2016 Financial Report; in 2016/2017 there was significant enhancement in the turnover, the volumes increased, and the profits decreased. At this stage, he could not advise how much an affect the America's Cup has had but once their next financial year figures are published with more financial information, should have more of an insight in that regard.

Mr. Burns continued the presentation as it related to the pad on the dock and the repetitive movements across the same areas, causing damage to the surface which will only get worse over time, increasing maintenance costs. The type of equipment used is common at container ports around the world. The surfacing solution used at the dock in Bermuda is not commonly used for container ports.

There are two (2) categories of port users:

- (i) Shipping lines both of which are local; and
- (ii) The trucking industry

Usually, in international shipping, there are diverse lines operating out of the port. Since 2008, there has been a tremendous change in ship ownership; many of the shipping lines have merged together to survive and have formed various alliances, having to share resources, i.e. reduction of costs. Mr. Burns noted that he found it unusual that those circumstances had not been addressed in Bermuda, thus making Bermuda unique as it relates to its shipping rules.

Mr. Burns then spoke about Government agencies, e.g. Customs, etc. The CoH should take the lead on the Port Master Plan to consider how things are managed going forward to alleviate potential congestion in the future to improve competitiveness over time. By doing so, there would be new opportunities to try and maximize the number of options in terms of the wharfage position and modernizing the payments, etc.

Looking at the license, there seems to be one (1) or two (2) gaps around what is required. There needs to be a contingency plan, e.g., at some point in the future if there was to be a one (1) ship per week call or if there were financial pressures on SSL, then what would the CoH's possession be, how that would be managed and what would the implications be.

Councillor Swan and Councillor G. Scott joined the meeting.

Councillor Harvey commented on the current usage of asphalt on the dock and that it is not suitable and asked Mr. Burns experience in this regard. Mr. Burns said most container ports use a concrete solution which is very common, an interlocking pavement block or concrete block. The advantage of the interlocking pavement block is that if there is damage, can deal with that localized area, minimizing major infrastructure upgrades and maintenance. He advised that this was just an interim report as he was still working through some of the findings and calculations had to be done to ensure that the correct interpretations are reported and not assumptions. He further commented that this must be a controlled monopoly.

Councillor Swan queried if there are other providers that deal with small jurisdictions such as Bermuda. Mr. Burns said he was not aware of any, but the acid test would be when the CoH puts out a Request for Proposal (RFP) and see what comes out of that. There would probably be a very narrow band of potential operators.

The Mayor asked if any of this information had been shared with SSL. The City Engineer responded that there was no reason not to share.

Council Harvey thanked Mr. Burns for his report and he left the meeting at 10:20am.

**(ii) Presentation by Mr. Carlton Crockwell and Ms. Zina Edwards Malcolm re: HomeSafe Bermuda:** Councillor Harvey welcomed Mr. Crockwell and Ms. Edwards Malcolm to the meeting and introduced them to the Committee. Mr. Crockwell commenced by sharing the concept that has been quietly utilized for the last couple of years and now is prepared to do a big launch of the model. Being the former Chairman of the Road Safety Committee, he recognized that Bermuda has been having a major problem on the roads. The idea came from Cayman Islands, i.e. picking people up that need to get home safely, e.g. either drank too much, been to the hospital, cannot see after an operation or not feeling well, etc. A pre-appointment would be reserved ahead of time with HomeSafe Bermuda and a security officer would ride an electric bike to the location. The bike folds up and can be placed in the trunk of the customer's vehicle and then the person is driven home. HomeSafe Bermuda also ensures that the customer is safely in their house and given the keys to their vehicle. A list of persons to call is also required from the customer in the event that they are not well and someone on that list has to be informed.

**Same day on-demand bookings:** 10:00pm - 3:00am, Thursday - Sunday

**Scheduled bookings:** 24-hour advance notice required;

24-hours per day, Monday - Sunday.

HomeSafe Bermuda's introductory fees are based on transportation across Bermuda's three (3) zones: Western, Central and Eastern. Single-zone rides are those in which the pick-up location and registered home address are within the Central zone. Multi-zone rides will occur when the pick-up and home addresses span any two (2) or three (3) of the Eastern and Western zones. Single zone ride: \$30.00 and Multi-Zone ride: \$50.00. There is membership available as well.

The request is for a possible location on Front Street to place a stand on Thursday - Sunday nights (10:00pm - 3:30am), which would be visible to patrons of the bars and restaurants, e.g. #5 Car Park or the area going down to the lower level of Pier Six. The stand would be used as a pick-up point.

HomeSafe Bermuda has four (4) trained security officers and all operations/activities are recorded. Copies of the recording can be given to the customers if there is a query regarding the service. HomeSafe Bermuda has not launched picking up customers who have travelled on bikes as yet, but there appears to be a demand for it. The company will be exploring this option and would have to make a shift to their services, i.e. possibly secure an open vehicle where the bikes can be transported.

Mr. Crockwell spoke of a dual plan, i.e. if there are more people requesting the service than he has bikes available, he will have the company van available as a back-up. He currently has a service with some of the hotels that want to ensure that their guests get back to the hotel safely. He reiterated that this is not a taxi service and only take clients home who have a vehicle.

The Senior Events and Marketing Coordinator suggested that the service be available up until 4:00am as the bars close at 3:00am and patrons usually congregate after closure.

The Mayor commented on the pick-up service that CADA provides on the corner of Reid Street and Burnaby Hill. The City Engineer said after 6:00pm, parking is unrestricted inclusive of the car parks.

**Note:** Road Safety and CADA have endorsed the services.

Councillor Harvey thanked Mr. Crockwell and Ms. Edwards Malcolm for the presentation and they left the meeting at 10:40am.

Councillor Swan left the meeting at 10:40am.

## 6. Correspondence:

(i) **Letter from Fountain Health re: Request for Disabled Parking Spaces:** Dr. Annabel Fountain is requesting four (4) disabled parking spaces at 61 & 63 Victoria Street in front of the building. This building is just east of the intersection with Court Street in line with the entrance of St. Paul's AME Church.

There are double yellow lines extending up from the intersection. There is a great demand for parking in this area as the Bermuda Police Service (BPS) use up quite of number of spaces around that intersection. The CoH had received a similar request from another diabetes association where one (1) disabled bay was put in to compliment a second one that was already there. It was noted that there are four (4) parking spaces on this property. The City Engineer believes that the request is not warranted and recommended that one (1) disabled parking spot be put on the street in front of the building and ask them to look for the remainder within their own property. There was continued dialogue.

**RECOMMENDATION:** That the Board support the City Engineer to pursue the request from Fountain Health and put one (1) disabled parking space in front of the building at 61 & 63 Victoria Street.

**Proposed:** Mayor, Charles Gosling  
**Unanimous**

**Seconded:** Councillor H. Ming

(ii) **Letter from Botelho Architects re: 6 Front Street, formally Bank of Bermuda Headquarters:** This request is for the removal of one (1) paid car parking space on the southern side of the building which used to be the drive-thru area. They would like to install a ramp down into the basement of the building to allow for 17 car parking spaces. They are trying to sell the building and have a potential buyer. The argument being made is that there are high-end clients who wish to have parking within their own building. This would be in the best interest for the City because it would generate tax revenue.

The Mayor commented that there is a loading zone there as well which will be taken off the street.

**RECOMMENDATION:** That the Board approve for the request from Botelhowood Architects to remove one (1) paid parking space on the southern side of the former Headquarters of the Bank of Bermuda, 6 Front Street to install a ramp down into the basement to allow for 17 parking spaces.

**Proposed:** Councillor H. Ming  
**Unanimous**

**Seconded:** Councillor G. Scott

(iii) **Letter from Apex Law Group Ltd. re: Hamilton Development:** This letter contains a number of issues:

- There are parking restrictions in front of 65 Court Street. It has been noted that the BPS no longer occupy the building and have moved across the street but are probably still using those parking spaces. The request is to have them removed and the City Engineer is recommending that they remain as he is not aware of any other car parking on that section of Court Street. With reference to giving a dedicated parking space to an individual is against CoH policy.

The Mayor queried the parking availability in the Magistrates Court building.

The Secretary advised that the spaces are taken up by Ministers, Permanent Secretaries and other Government offices. There is no parking spaces for the BPS underneath that building. The original plan was for the BPS and Magistrates to use those spaces.

Councillor Ming stated that the BPS are using far too much of public parking spaces. Councillor Harvey commented on the detriment to some businesses in that area, e.g. Mr. Armstrong's Barbershop, with the all day parking of Government employees.

**ACTION:** Ask the Hon. C. Walton D. Brown, Jr. to visit Mr. Armstrong as one his constituents to get an idea from him and other business owners in that area the difficulties they have pursuing their livelihood, how the parking area is abused and allowed to continue to be abused by the lack of action through the Attorney General's Chambers. **(Councillor G. Scott)**

**ACTION:** Speak with the Bermuda Police Service (BPS) regarding giving up the two (2) parking spaces in front of 65 Court Street and move to the other side. Also have all the parking issues in that area placed on the agenda when meeting with the BPS at the monthly meeting.

**(Secretary)**

- Mr. Hodgson would like to have a meeting with the CoH to discuss the future of the building, Veritas Place because he believes it would be an asset to the City. The Secretary said that further discussion on this matter should be held in the Restricted Session.
- Another matter in the letter talks about air rights which is a Department of Planning matter. This building is within the Northeast Hamilton economic area which has its own Development Plan which the CoH has not been party to.

**ACTION:** Write to Mr. Arthur Hodgson that the CoH will have the two (2) spaces removed and advise the Bermuda Police Service to park across the street. Also advise him that the CoH does not provide dedicated parking for individuals. **(Secretary)**

Additionally, it was discovered that Magistrates Court has been issuing vouchers to jurors while they are on jury duty, allowing them to park all day on the street. This has not been authorised by the CoH.

The City Engineer said the main issue is that the BPS is also parking their personal vehicles in these spaces. This is a difficult situation to resolve.

**ACTION:** Write a letter to the Commissioner of Police, the Minister of National Security, the Minister of Home Affairs and copy BEDC in on the letter, outlining what is happening in terms of the parking issues and the impact that it is having on the businesses in Northeast Hamilton. Ascertain who the new Chairperson is at BEDC. Also copy in Mr. Arthur Hodgson of Apex Law Group and Ms. Laquita Hill of Kita's Beauty Salon & Barbershop. **(Secretary)**

**(iv) Letter from Kita's Beauty Salon & Barbershop re: Complaint of Parking on and Victoria Streets:** Issue discussed in previous Item 6 (iv).

(v) **Letter from the Department of Public Lands and Buildings, Estate Section re: Notice to Vacate - 40 Front Street, Hamilton (Customs House):** The updated letter of 12 March 2018 from the Department of Public Lands is giving six months' notice with effect from 1 March 2018. They are also requesting an early departure, getting out of the six months' notice.

The Mayor indicated that if there is a potential tenant that could occupy the space during that time, then there is no issue.

**ACTION:** Meet with Customs House to work out a timeline for their departure after a walk through has been done of the space and provide a status update in the next Infrastructure Committee meeting in April. **(Secretary/City Engineer)**

7. **Minutes of Previous Meeting dated 14 February 2018**

**Proposed:** Councillor G. Scott

**Seconded:** Councillor H. Ming

The Minutes were accepted as read.

8. **Matters arising from the previous Meeting dated 14 February 2018:**

(i) **Write a letter of congratulations to Lt. Col. the Hon. David A. Burch, Minister of Public Works with regards to his initiative concerning the Heritage Site Status for Bermuda's Historic Fortifications:** Action item completed, no response has been received.

(ii) **Respond to the owners of Power House regarding the green park area on Par-la-Ville Road and set-up a meeting with them inclusive of the Chairman of Infrastructure, Councillor Harvey, to discuss further:** Action item completed.

(iii) **Meeting with owner of #22 Ewing Street:** Action item deferred pending receiving the file from the Archives. The request has been placed with the Department of Planning.

(iv) **Options re: Rock Cut/ Securing a Structural Engineer to review Rock cut:** The City Engineer advised that he has found two (2) companies on Island that do gunite but has not progressed any further. Action item in progress.

(v) **Letter to Mr. Hendrickson re: Regularizing Encroachments:** This letter has not been done as Mr. Hendrickson will receive the letter that will be going out to the residents that have minor encroachments. A letter was sent out to the Committee Members and a good number of suggestions for changes was received. They have been forwarded to the City Engineer.

**ACTION:** Forward another letter to Mr. Hendrickson with regards to his request to purchase a piece of land from the CoH.

(vi) **Letter to Dr. Bradshaw re: Roller Shutter Door:** Action item completed - no response received to date.

(vii) The City Engineer referred to an Action Item on page 3 of 10 that had not been mentioned: **Provide a ballpark figure for painting the wall at Till's Hill as well as the cost to annually maintain it dependent on the type of finish, e.g. tile, gunite, etc.:** Action item has not been started - ongoing.

(viii) **Set-up a meeting with the Minister of Health and the Chief Medical Officer regarding disabled parking:** The Secretary confirmed that the meeting is scheduled for 29 March 2018. A report to be prepared and be available before the meeting regarding the facts about disabled parking permits. The Secretary will provide the facts and the concerns of the Committee as it relates to the number of disabled parking requests that are being signed off by doctors and get Government's view in this regard.

(ix) **Provide the company background information regarding the Footy Productions proposal and confirm that this is the same group, a financial plan, a funding and installation timeline. Also, ascertain if they are a registered charity and bring the information to the next Infrastructure Committee meeting in March:** Will be discussed under Events' Status Update.

(x) **Provide the company background information regarding the proposal from the Bermuda Boardriders Association's and confirm their financial plan, funding and installation timeline. Also, ascertain if they are a registered charity and bring the information to the next Infrastructure Committee meeting in March:** Will be discussed under Events' Status Update.

(xi) **Write to Ultimate Imaging advising them that a proposal has already been approved for the property on #6 and #8 West Elliott Street and 23 Washington Street. If the proposal does not come to fruition, then going forward, an RFP would have to be done:** Action item completed.

(xii) **Invite the Senior Engineer, Ian Hind to the next Fire Service Advisory Committee meeting:** No update.

(xiii) **Forward a copy of the design list of the intersections in the City of Hamilton to Councillor G. Scott to be reviewed by the Fire Service Advisory Committee:** Action item completed.

9. **Status Update:**

(i) **Events:**

- **Proposal from Footy Productions re: Futsal Court in the City of Hamilton:** The Senior Events and Marketing Coordinator confirmed that Footy Productions had been contacted regarding the status of their fundraising and to ascertain if they would be still moving forward with the project. He said a timeline would be requested from them as well.

Councillor Harvey shared the information received from the Event Project Manager regarding some of the queries asked in previous meetings, e.g. (i) are they a registered charity; (ii) is their corporate structure still the same as when originally proposed; (iii) do they have a timeline for fundraising; and (iv) to provide an installation/construction proposed start dates and phases.

**ACTION:** Ask for the audited financials and a business plan, then provide an update on the timeline regarding the proposal from Footy Productions. **(Senior Events and Marketing Coordinator)**

Councillor Harvey commented on other venues in the area or in close proximity that have auditoriums that could house the sport of indoor soccer, e.g. BAA, Saltus and The Berkeley Institute, etc.

- **Proposal from Bermuda Boardriders Association re: Skateboard Park:** The Senior Events and Marketing Coordinator confirmed that Bermuda Boardriders Association had been contacted regarding the status of their fundraising and to ascertain if they would be still moving forward with the project.

**ACTION:** Ask for the audited financials and a business plan, then provide an update on the timeline regarding the proposal from the Bermuda Boardriders Association. **(Senior Events and Marketing Coordinator)**

The Mayor reiterated that the responses to Action Items need to be provided a week prior to the scheduled meeting.

(ii) **Take Note: Project Charters 2018:** The City Engineer apologized for not having a completed copy because he is in the process of reformatting the document to suit the requirements of the Committee. He requested to meet with Councillor Harvey after the meeting to ensure that all the changes that were required were done.

**ACTION:** Forward an electronic copy of the completed Project Charters 2018 to the Infrastructure Committee Members. **(City Engineer)**

#### 10. Recommendations Approved by the Minister:

That the Board approve for Correia Construction to do the seawall project and Crisson Construction to do the waterfront dock project.

#### 11. Recommendations for Review:

There are no Recommendations for review.

12. **Any Other Business:**

(i) **Cavendish Car Park:** The Secretary and City Engineer met with the owners of Island Trading. The issue with the container was raised and have to get back with them with some options. They have provided some information that the Secretary has to verify. Once verified, the CoH will be able to provide some options to mitigate the safety aspect.

The City Engineer said Island trading has staff parking in the back and can only access through Cavendish Car Park. People park on the back wall which restricts Island Trading's access to the back of the building. There is no legal right-of-way and they have no legal claim for accessing through the car park which has been legally established in the past. Island Trading wishes to designate that as a Fire Lane so that it can be kept clear. When persons do park on that back wall, it also impacts their unloading of the container as well as the container trying to maneuver around the parked cars.

The City Engineer advised that the CoH was remarking the parking bays, making them wider. Island Trading was concerned that the CoH was not extending the road widths because this would encumber the container when unloading. They unload containers in three (3) areas already: in the front, in the middle of the building and the middle of the car park. When unloading in the front of the building, there is a safety concern.

The CoH has to come up with an option with correct traffic management precautions, i.e. restricted time and day (not to unload at dusk, rush hours, etc.), use of cones, signage, unload on Sundays or a quiet period of the day.

**ACTION:** Ask Jasmine Smith at TCD whether containers can be on the road prior to 9:30am. Also have a conversation with ICS and go back to Island Trading with additional information as to what can be done.

The Mayor suggested that the next time Island Trading is unloading their container on Reid Street, that they inform the CoH so that someone from the CoH can monitor the process.

(ii) **E.F. Gordon Park (Corner of Court and Dundonald Streets):** BEDC suggested putting some concrete benches and tables in the park. The CoH had also been approached by the Chess Club who could meet and use the tables and benches for their games. BEDC is willing to assist with the funding in this regard.

**ACTION:** Write a letter to BEDC to join the CoH as it relates to the other side of the street which would have a greater economic impact on the businesses in Northeast Hamilton and they could assist the CoH in the lobbying of parking, etc. This falls within the remit of BEDC.

**(Secretary)**

13. **Motion to Move to Restricted Session.**

**Proposed:** Councillor H. Ming

**Seconded:** Councillor G. Scott

Infrastructure 2018/3/LCS

The Public Session closed at 11:50am.