



**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  
**Residents Advisory Committee**  
21 July 2015  
4:00pm

**Present:** Councillor George Scott, JP (Chair)  
Councillor RoseAnn Edwards  
Rt. Wor. Charles R. Gosling, JP  
Councillor Henry Ming  
John Holdipp, III, Resident  
Sharon Godwin, Resident, King Street

**In Attendance:** Ed Benevides, Secretary  
Danilee Trott, Event Project Manager

**Apologies:** Elbert Richardson, Sanitation Superintendent  
Sarah Thompson, Resident, Laffan Street  
Dr. Michael Bradshaw, Resident

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1. **Confirmation of Notice** -the Secretary confirmed that the notices of the meeting and the agenda were sent out according to the meeting guidelines.
  2. **Role of the Chairman**- Councillor Edwards delegated Councillor G. Scott to be Chair of the meeting.
  3. **Open Meeting** - Councillor G. Scott opened the meeting at 4:00pm.
  4. **Apologies** - the Secretary confirmed that apologies were received for Elbert Richardson, Sarah Thompson and Dr. Michael Bradshaw.
  5. **Public Participation** - the Secretary confirmed that there were no public presentations.
  6. **Correspondence:**

(i) Letter re: Request for Vacation Bible School "Weekend Extravaganza" - August 7 - 11<sup>th</sup>, 2015.

Ms. Godwin joined the meeting at 4:15pm.

An application would have to be completed and then forwarded to the Event Project Manager as it is a street rental. The request is to have an outdoor children's outreach (a free weekend extravaganza) at the top left-hand-side corner of Court and Ewing Streets just below the steps to the upper floor of the Brangman Building.

The event is to run from 4:00pm - 7:00pm on Friday 7<sup>th</sup> August and 12 noon - 4:00pm on Saturday 8<sup>th</sup> August. They would like to place the fun castle between the two (2) columns on the Till's Hill side. The Event Project Manager said the CoH does not technically do road closures anywhere in the City before 6:00pm on a weekday because of the traffic congestion. Once the application form is completed, Engineering and the Events Department would do a site visit with the organisers which would also involve the police and KEMH/St. John's Ambulance as far as safety is concerned. If there is a request for a waiver of fees, a sponsorship application form would have to be completed as well. A recommendation would have to go to the Council for approval because it is outside the sponsorship requirements. With regards to traffic and any street closures, the engineers would look at the closure along with the police and they would make any necessary recommendations, i.e. a different location to ensure that the traffic flow is not obstructive during 5:00pm traffic on a Friday. Normally, it is 4-6weeks for a road closure.

Mr. Holdipp commented on the barricades going across the street as it is now closed to major traffic. There are also some businesses on Ewing Street and even though there is no through traffic, there would be traffic going to and from those businesses. When there is a road closure that affects businesses, the businesses would have to sign-off with their agreement to the closure. There was a further suggestion to use Jubilee Park on Parsons Road without any impediments, i.e. road closures, impact on traffic, etc. Further dialogue continued.

#### **7. Review of Previous Minutes dated 25 June 2015**

**Proposed:** The Mayor

**Seconded:** Councillor R. Edwards

The previous minutes were accepted as read.

#### **8. Matters Arising from the Minutes of 25 June 2015**

(i) **Draft Guidelines for the Residents Advisory Committee** - deferred to the next Residents Advisory Committee.

(ii) **Report on the City Residents' Luncheon** - a copy of the report was forwarded to the members. Mr. Holdipp queried some of the dates in the report, i.e. 18 November 2014. He recalled the invites going out twice and questioned what date the invites went out the first time. Councillor Edwards commented on the actual mail out "To the Occupier" and queried the cost. The Event Project Manager clarified the invite had to be modified to be able to be mailed in this format. The Post Office was asked to have them hand delivered to every resident within the City. The mailing list does not go to residents but to tax payers. There was continued discussion on the delivery of the invites - by hand and post because a number of residents did not receive the invitation.

(iii) **Mail Out of Trash Collection Schedules and Residential Parking Handouts** - an email was forwarded on 30 June 2015 advising that the opportunity of doing the mail out was missed because the tax bills had already been sent out. An email would not have worked without having to do a major software change. Also working with engineering to see if there is any alternative. Further discussion continued.

**ACTION:** The Secretary to provide quotes for printing, stuffing and mailing out the handouts.

(iv) **Budget 2015** – set out for \$20K.

(v) **Official Event - Opening of Ewing Street** - the Engineering and Events departments chose the date Thursday 13 August 2015 for the ribbon cutting. The outline is as follows:

- Open the ceremony with Gombey's;
- Speeches by the Mayor, the Governor and other any dignitaries;
- Official cutting of the ribbon;
- Free giveaways, i.e. Ashley's Lemonade, popcorn;
- Free fun castle;
- DJ; and
- Some flower arrangements.

The cost is about \$2,340.00 including a tent, chairs, podium, PA system, DJ, etc. There was a consensus of agreement for the arrangements. The maximum budget was quoted at \$3K. There was a discussion on the senior citizens in the area (approx. 5), giving them a small token for their tolerance during the ongoing work on the street, i.e. dust, etc. The suggestion was withdrawn.

Councillor Ming briefly commented on an email relating to street markings, signage and the non-collection of garbage since Saturday of last week, e.g. Ewing Street, Princess Street (corner of Dundonald Street) and Elliott Street.

(vi) **Road Markings on the Corner of Union and North Streets** - this item has been completed.

## 9. Status Update:

There were no updates to be reported.

## 10. Recommendations for Review:

(i) **Appointment of Associate Committee Members** -

**Recommendation:** That the Board approve the appointment of Irvin Hendrickson, Dr. Michael Bradshaw, Tracy Marshall, Sarah Thompson, John Holdipp, III and Sharon Godwin as Associate Committee Members of the Residents Advisory Committee.

**Proposed:** Councillor R. Edwards

**Seconded:** Councillor G. Scott

The Mayor queried according to the meeting guidelines what implications this would have in terms of a quorum. The Secretary said currently there are three (3) members and with the six (6) associate members would make nine (9) members in total. For any meeting going forward, at least five (5) members would have to be in attendance for a quorum. It was suggested to look to the Council for a fourth member to join the committee.

**Recommendation:** That the Board appoint Councillor Henry Ming as an additional Member of the Residents Advisory Committee.

**Proposed:** Councillor R. Edwards

**Seconded:** Councillor G. Scott

## 11. Any Other Business

(i) **Road Markings on Angle Street near The Centre** - the Senior Engineer has looked at this issue which needs to be addressed. People are parking in front of gateways because of the way streets are marked. Councillor Ming suggested the CoH to take a closer look at where there are conflicts and look at the number of car spaces that may be lost. The matter to be placed on the agenda of the next Infrastructure Committee meeting for a review. Discussion continued.

**ACTION:** Councillor Ming to address the road markings on Angle Street to the Infrastructure Committee and make a recommendation to the Board.

(ii) **Parking Issue on King Street** - the double line extends beyond the gate of Ms. Godwin but she still gets blocked in. She asked if planters could be placed on either side of her gate as a slight deterrent to people parking across her gate. The Secretary said enforcement will work if clamping is reinstated. There was continued discussion.

The Event Project Manager left the meeting.

(iii) **Identification for Residents Advisory Committee Members** - there was the suggestion of having some form of identification for the committee members for when they go and meet with the residents. The Mayor expressed his concerns, i.e. Council and committee members interfering with the day-to-day operations of the staff. There was additional dialogue.

(iv) **2 Hr. Parking on Canal Street** - this was the parking plan that was approved for that area. There have been other requests recently for 2 hr. parking but mainly in parking lots. The City Engineer has already produced a plan for the City and marked out where all of the various 1hr., 2hr. and all day parking are available. Councillor Edwards commented on doing a walkabout of the City to address some parking spaces that need to be adjusted, i.e. parking on the corner of Parliament and Dundonald Streets. It was noted that these spaces were formerly used by Family Services.

**ACTION:** The Residents Advisory Committee along with the City Engineer to review parking in the City and make adjustments accordingly.

(v) **Crosswalks by the Union** - need to be repainted as well as the markings in E.F. Gordon Square.

(vi) **Wall on Corner of Victoria and Union Street** - the wall is on CoH property. The property line is in line with the building wall and that driveway is over CoH property. An encroachment fee is paid for the bridge over the top.

**ACTION:** The City Engineer to look at the issue of the wall on Victoria and Union Streets.

(vii) **Tree Cutting on King Street** - in the last meeting tree cutting throughout the City was mentioned. The trees on King Street require cutting.

**ACTION:** The Secretary to look into the schedule for tree cutting within the City.

There was no further business to be discussed.

The meeting was adjourned at 5:20pm.