



VISION - We will be a democratically elected, vibrant, safe and clean city focused on economic growth and livability.
MISSION - To provide positive experiences for everyone through the delivery of quality initiatives and services.

CORPORATION OF HAMILTON
CORPORATION BOARD
PUBLIC SESSION

Wednesday, December 7, 2022, 12:30 pm
Mayor's Parlour, City Hall, Hamilton

- Present: Rt. Wor. Charles R. Gosling, JP, Chairman
Councillor John Harvey, MBE, JP
Councillor Dennis Tucker, MBE, JP
Councillor Henry Ming
Councillor RoseAnn Edwards
Councillor Jenefer Brimmer
- Apologies: Councillor Lawrence Scott, JP
Councillor Nicholas Swan
Councillor George Scott, JP
- Staff: CEO/City Secretary - Dwayne A. Caines, JP
CFO/Acting City Secretary – Tanya Iris
COO/City Engineer - Patrick Cooper
Director of HR/Learning and Development – Lindell Foster
Director of Marketing & Communications – Jessica Astwood
- Apologies: Controller – Siobhan Fubler
Public Relations Manager - Helen Zoellner
- In Attendance: Public Relations Manager - Zoe Mulholland
Marketing Co-ordinator - Sideya Dill

1. Confirmation of Notice

The CEO/City 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 12.32 pm.

4. Apologies

The CEO/City Secretary confirmed that apologies had been received from Councillor L. Scott and Councillor N. Swan. The CEO/City Secretary welcomed Zoe Mulholland who would take over the Public Relations Manager duties whilst Helen Zoellner was on maternity leave.

5. Public Participation/Presentation

There was no Public Participation/Presentation.

6. Correspondence

There was no Correspondence.

7. Minutes of the Previous Corporation Board Meeting dated 2 November 2022 (Public Session)

Councillor Tucker commented on:

Page 5 of 6, Item 12, Paragraph 4, third sentence: "He also referred to the misconception that the COH Councillors were receiving a salary, when in fact they received \$50 for attending each meeting.", **should read:** "He also referred to the misconception that the COH Councillors were receiving a salary, when in fact they received \$50 for attending each properly constituted meeting."

Proposed: Councillor J. Brimmer

Seconded: Councillor H. Ming

The Minutes were accepted as amended.

8. Matters Arising from the Previous Corporation Board Meeting dated 2 November 2022 (Public Session)

8.1 Vagrancy

Consider recommencing the regular meetings with all stakeholders and the homeless individuals, which had been halted due to Covid, as it related to the issue of vagrancy in the City. The CEO/City Secretary said that there was an agency in place, the "Home" Charity, set up by primarily Government charities, who were equipped to deal with homelessness. The responsibility of the COH would now be to report any observations from himself, the Board, as well as the Extra Duty Police Reports, and pass them on to the relevant Government authority.

Councillor Ming asked whether a COH Board Member could be invited onto the "Home" Charity's Committee. The Mayor said that it would be useful for the COH to be represented on the Committee in order to be a part of the regular discussions and be aware of the concerns and opportunities. Action item completed.

ACTION:

Make inquiries of the "Home" Charity whether the COH could be represented in an official or unofficial capacity in the meetings of the Committee, as there was still a significant interest in understanding and playing a role in development of the homelessness strategy and accompanying outcomes. **(CEO/City Secretary)**

9. Minutes of the Special Corporation Board Meeting dated 24 November 2022 (Public Session)

Proposed: Councillor D. Tucker

Seconded: Councillor J. Brimmer

The Minutes were accepted as read.

10. Matters Arising from the Special Corporation Board Meeting dated 24 November 2022 (Public Session)

10.1 2023 Budget

Arrange a Special Finance Committee Meeting in order to discuss the 2023 Budget document and the Finance Committee's Recommendation, prior to the next Board Meeting to be held on 7 December 2022, for approval and Resolution. Action item completed.

Consider and formalise the Budget process. The Budget would be the first item on the Agenda of each Committee in the meetings following the summer break. This would give opportunity for detailed discussion on each item of the following year's budget where Members would be involved in the process. Also, the summer break would be formalised to be either July or August. Action item completed.

The CFO/Acting City Secretary submitted a revised 2023 Budget document. Herewith are the changes since the last report:

- Executive Summary – Dates were updated for the wastewater treatment. Explanation added at the bottom to explain borrowing.
- Cash Flow updated with P&L change below.
- P&L Update - \$50,000 added to the works depot Management Salaries budget for the Project Manager. This was an estimate until the exact amount was known.
- Capital Budget - Line added at the bottom to show Sewage treatment in a separate category.

11. Resolutions Approved by the Minister

Passed: 2 November 2022

Submitted to the Minister: 3 November 2022

That the Board decline the request from the Bermuda Tourism Association to waive the rental fee for Barr's Bay Park for the Bermuda Swizzle Festival that was held on 25 September 2022. The request had been submitted late.

That the Board approve to offer two (2) parking bays as commercial vehicle parking for rent, to Switchworx Ltd.

That the Board approve the sponsorship of the Bermuda Karting Club's International Race by the waiver of costs for the barricades and street closures which would be required along the route in North East Hamilton. Labour costs would be charged. Mr. Barnes would provide a detailed plan of the route, confirmation of the weekend date in April 2023, and the paperwork for the support of the houses of worship in North Hamilton.

12. Board Recommendations for Review

There were no Recommendations for review.

13. Committee Recommendations for Review

13.1 Residents Advisory Committee – 3 November 2022 (Public Session)

There were no Recommendations for Review.

13.2 Infrastructure Committee – 9 November 2022 (Public Session)

RESOLUTION:

That the Board approve that residents of the Atlantis Condominium building, upon application for 2023 Residential Parking Permits, would be advised that the COH would not issue permits until completion of its investigations with the Ministry of Planning and its own documentation, to determine whether there was an agreement or Resolution related to residents car parking charges.

Motion Passed

Councillor Tucker left the meeting at 12.50 pm and was not present for the vote on Residential Parking Permits for Church Street (east of the Cathedral) and 6 Dundonald Street developments.

RESOLUTION:

That the Board approve that residents of the Church Street (east of the Cathedral) and 6 Dundonald Street developments, upon application for Residential Parking Permits, would be advised that the COH would not issue permits as there would be provision of pre-determined car parking, as approved by the Planning Department.

Motion Passed

Councillor Tucker rejoined the meeting at 12.54 pm.

RESOLUTION:

That the Board approve to sponsor the Claudette Colvin 2 March Anniversary Event, to be held on Thursday, 2 March 2023, at Freedom Square and the Earl Cameron Theatre. Sponsorship would be for the waiver of venue rental fees. Labour and all other costs would be chargeable.

Tabled

AMENDED RESOLUTION:

That the Board approve to sponsor Mr. Glenn Fubler's Claudette Colvin 2 March Anniversary Event, to be held on Thursday, 2 March 2023, at Freedom Square and the Earl Cameron Theatre. Sponsorship would be for the waiver of venue rental fees. Labour and all other costs would be chargeable.

Unanimous

RESOLUTION:

That the Board approve to sponsor the community event for the combined 100-year Anniversary Celebrations of the Bermuda National Gallery and the Bermuda Society of Arts, and City Hall and Arts Centre as Bermuda's centre for visual and performing arts. The event would be held on 11 December 2022 from 3.00 pm to 5.00 pm, utilising City Hall Foyer, the Front Lawn and Steps, and the Earl Cameron Theatre. Sponsorship would be for the waiver of venue rental fees. Labour, vendor permit administration fees, sound equipment and security costs would be chargeable.

Unanimous

13.3 Finance Committee – 10 November 2022 and 30 November 2022 (Public Session)

The Mayor said that the portrait had been commissioned to hang on the stairway at City Hall. The terms of the contract had not been closely followed which would have allowed for intermediate progress checks. As the Board had not been confident in the final portrait, the subjects would be separated into two (2) portraits, to be donated. There may be a small additional charge for mounting boards for the two (2) portraits. The CEO/City Secretary said that the COH would not have the funds to commission another portrait for City Hall.

RESOLUTION:

That the Board approve the COH 2023 Budget, subject to the minor amendments.

Unanimous

RESOLUTION:

That the Board approve to thank the artist, Mr. Henry Ward, for his commitment to make adjustments to the portrait and that the subjects would be separated into two (2) framed portraits. The portrait of Mr. Clarence Hill would be donated to the Clarence Hill Gymnasium on North Street. The portrait of Ms. Flora Duffy, as an alumni, would be donated to the Warwick Academy.

Unanimous

13.4 Staff, Legislative & Governance Committee – 15 November 2022 (Public Session)

Councillor Harvey left the meeting at 1.07 pm and was not present for the vote.

RESOLUTION:

That the Board approve the Temporary Electronic Meeting Policy, as amended.

Unanimous

Councillor Harvey rejoined the meeting at 1.09 pm.

14. Vagrancy Report

14.1 Home Charity

The Mayor referred to the letter received from Ms. Denise Carey, Executive Director of the "Home" Charity, dated 23 November 2022. The letter had been addressed to himself and the CEO/City Secretary. The letter included a Case for Support brochure, FAQs sheet and the Audited Financials for the year ending December 2021. The letter requested the COH's support and financial donations.

Councillor Harvey said that he admired everything that the Charity was doing, which had resulted in employment in some cases. Ms. Carey's letter stated that black Bermudians were disenfranchised. Councillor Harvey said that in fact the hospitality industry, for instance, were in great need of employees. He said that there had been many efforts made to find gainful and fruitful employment for the homeless, however, some do not choose to take up the offers preferring to remain unemployed. He welcomed all efforts to find the homeless employment. Councillor Brimmer said that the tourism industry had shrunk over recent years. The hospitality industry could only offer four (4) to five (5) months of work to Bermudians which was not sustainable and therefore many had chosen other industries. She said that the "Home" Charity was a great help in finding employment.

ACTION:

Make inquiries of the "Home" Charity whether the COH could be represented in an official or unofficial capacity in the meetings of the Committee, as there was still a significant interest in understanding and playing a role in development of the homelessness strategy and accompanying outcomes. **(CEO/City Secretary)**

15. Any Other Business

15.1 Annual Donations to Charities

The CEO/City Secretary said that the Board had originally suggested to set a budget of \$20,000 for donations to charities. The Board would set any criteria, choose any charities affiliated with the City or who had some impact on the City, and donate any amounts that it wished.

The Mayor noted that past beneficiaries had been CADA, the Salvation Army and the Boat Parade. CADA had not requested a donation this year and the Boat Parade was no longer a charity. He referred to the update from the "Home" Charity at item 14.1 and the request received from the Salvation Army. The Mayor recommended that \$10,000 be donated to the Salvation Army and \$10,000 to the "Home" Charity. The "Home" Charity also had a feeding programme of two (2) meals daily.

RESOLUTION:

That the Board approve the COH 2022 annual charitable donations be made to the Salvation Army in the amount of \$10,000 and to the "Home" Charity in the amount of \$10,000.

Proposed: Mayor, Charles Gosling

Seconded: Councillor J. Harvey

Unanimous

15.2 Boat Parade

The Mayor referred to the Boat Parade which would take place on Saturday, 10 December 2022. He asked whether invitations to the Council had been sent. Councillor Brimmer noted that she had received an invitation to be a judge. The Director of Marketing and Communications said that the Social Committee had not had a budget to offer a seated viewing area to Councillors and staff, until a few days ago. The Social Committee would erect bleachers and send an invitation to Councillors and staff today. She said that, due to the bad weather forecast for 10 December 2022, the date for the Boat Parade may be changed to Sunday, 11 December 2022.

The CEO/City Secretary said that he would make a decision on whether there would be a viewing area when funds would be available. A seating area would accommodate the Governor and other distinguished guests, as well as the Councillors and COH staff. Councillor Edwards said that she had received inquiries from a group of seniors, whether there would be a designated area for them. Discussion ensued.

15.3 Pier-6

Councillor Ming congratulated the COO/City Engineer and his team for the renovation of Pier-6 Upper into an event venue. Despite several challenges, the hard work to make the venue functional and attractive, could be clearly seen.

15.4 Black History Month

The CEO/City Secretary said that the Black History Month in 2023 would be creative with a video which would tell the story of the City. The current Members were making history and the video would connect Bermuda with a living history. It would also be a tribute of Members community service and service to the City. It would honour the Members and showcase the value which they had and continue to bring to the City. Councillor Harvey said that the video could be seen as promoting the Members and may be misconstrued as a campaign. The Marketing Co-ordinator outlined the purpose of a one-off, five (5) minute video and encouraged the Members to participate. She said that a list of questions would be sent to the Members so that they could prepare and draw on past experiences.

Councillor Ming left the meeting at 1.47 pm.

The Marketing Co-ordinator left the meeting at 1.47 pm.

15.5 City Hall Office Renovation

TAKE NOTE:

The CEO/City Secretary said that the full renovation of the COH offices at City Hall would start sooner than expected, in early in January 2023. The Executive and staff would be temporarily relocated. The renovation would take approximately four (4) months. The breakdown of the offices had already commenced and every item of furniture would be removed and documents stored. The Mayor's Parlour would be protected and used for storage. Upon completion of the renovation, the COH would have a purpose-built office space.

The Public Relations Manager left the meeting at 2.05 pm.

The COO/City Engineer said that the original plan had been for a phased project, however, with the addition of the air conditioning system upgrade, the project would require a complete office shut down. Also, as the Bermuda Society of Arts and that Bermuda National Gallery had events scheduled in March/April, it had been decided to start the renovation project and complete the construction work as early as possible. The renovation would not require structural alteration of the current layout. There would be new bathrooms, air conditioning upgrade, redecoration and new furnishings.

The CEO/City Secretary said that it had been decided that the Board and Committee meetings would be held at the Works Depot on the 4th Floor. He said that it was likely that the private COH car park at City Hall would be kept closed for trucks with materials and equipment, and be used for storage. The Reception staff who serve the public, would be relocated to a venue within the City where convenience for the public and security would be priorities. Other staff members would work from home.

16. Motion to Move to Restricted Session

Proposed: Councillor J. Harvey

Seconded: Councillor J. Brimmer

Mayor

CEO/City Secretary

Date