



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, February 9, 2022, 12:30 pm
Online Remote

Present: Rt. Wor. Charles R. Gosling, JP, Chairman
Councillor John Harvey, MBE, JP
Councillor Dennis Tucker, MBE, JP
Councillor Lawrence Scott, JP
Councillor Nicholas Swan
Councillor Henry Ming
Councillor George Scott, JP
Councillor RoseAnn Edwards
Councillor Jenefer Brimmer

Staff: CFO/Acting City Secretary – Tanya Iris
Director of HR/Learning and Development – Lindell Foster
Director of Marketing & Communications – Jessica Astwood
Controller – Siobhan Fubler
Public Relations Manager - Helen Zoellner

Apologies: CEO/City Secretary - Dwayne A. Caines, JP
COO/City Engineer - Patrick Cooper

In Attendance: Chief Inspection Alex Rollins - Bermuda Police Service
Assistant City Engineer - Charles Waters
Venue & Rentals Co-ordinator - Lorna Hayward

1. Confirmation of Notice

The CFO/ Acting 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 12.34 pm.

4. Apologies

The CFO/Acting City Secretary confirmed that apologies had been received from the CEO/City Secretary, Dwayne Caines. Also, apologies had been received from the COO/City Engineer, Patrick Cooper and the Assistant City Engineer, Charles Waters, attended in his stead.

5. Public Participation/Presentation

5.1 Extra Duty Police Officers

The Mayor welcomed Chief Inspector Alex Rollins of the Bermuda Police Service, who would outline the responsibilities of the two (2) supplemental Extra Duty Police Officers.

Chief Inspector Rollins said that the Bermuda Police Service did not currently have the resources to carry out the work which was needed in Hamilton and was in full support of the initiative. He thanked the COH for its vision and partnership, albeit for the short term, and hoped that the other entities involved would continue to work towards long term solutions.

He introduced Inspector Karina Flood who had oversight of Pembroke and the City of Hamilton. Inspector Flood would have operational control of the two (2) additional Extra Duty Police Officers who would patrol South Hamilton in respect of anti-social behaviour and the unsheltered. He would continue to have operational control of the two (2) Extra Duty Police Officers which patrol North Hamilton and that the COH should be proud of the impact they were making in the area. He highlighted that there had been a significant decrease in calls for service, crime and anti-social behaviour over the last year. A similar mandate would be given to the South Hamilton patrols in the areas of Front Street, Reid Street and Church Street. He said that the relationship with businesses in the City would be key as they could also take steps to keep their premises and staff safe by adopting extra security measures.

Inspector Flood outlined the objectives of the patrols in South Hamilton. There would be a high visibility police presence to a professional standard to address anti-social behaviour and support of the unsheltered. This would be done in partnership with the COH and other entities. Regular reporting on activities, including prosecutions, would be made to the COH.

Councillor Harvey noted that the Extra Duty Police Officers were off duty volunteers and asked what would happen if there were no volunteers. Discussion ensued.

The CFO/Acting City Secretary relayed the CEO/City Secretary's comments that the Extra Duty Police Officers' shifts should be unpredictable over a 24-hour period to avoid a pattern forming and be as creative as possible in order to produce a greater impact. The Mayor said that, as the CEO/City Secretary would be the direct contact with the BPS, reports of any concerns by the Members would be given directly to him only.

Councillor Harvey asked when the South Hamilton patrols might commence. Chief Inspector Rollins said that, depending on BPS administrative matters, the patrols could commence next week. It was noted that there would be a press release tomorrow should the Acting Minister approve, after which the process could start.

Chief Inspector Rollins said that the patrols would move the unsheltered, however he sought discussion on where they should be moved to. Councillor Brimmer suggest that the recently formed "Home" charity could be a possibility. Chief Inspector Rollins said that the BPS were involved in helping to set up the charity and envisaged it as a long-term partnership to bring about a solution to the issue. The Public Relations Manager said that the charity could be contacted to transport individuals to a safe shelter and would work with the COH to arrange day programmes in the City.

The Mayor thanked Chief Inspector Rollins and Inspector Flood and said that he looked forward to a successful initiative for both parties.

Chief Inspector Rollins and Inspector Flood left the meeting at 1.06 pm.

6. Correspondence

There was no Correspondence.

7. Minutes of the Previous Corporation Board Meeting dated 5 January 2022 (Public Session)

Proposed: Councillor H. Ming

Seconded: Councillor G. Scott

The Minutes were accepted as read.

8. Matters Arising from the Previous Corporation Board Meeting dated 5 January 2022 (Public Session)

8.1 Vagrancy

Arrange a meeting of the Board to discuss the reduction or prevention for the sale of liquor in single bottle and nips as a means to effect a reduction of vagrancy in the City.

The Mayor said that the meeting had been held on 27 January 2022 and the Minutes would be at the Restricted Session. Action item completed.

8.2 Becan Collection Award

Arrange for the presentation of the Becan Collection Award to the COH Sanitation Staff, by the Chairman of the Becan Collection in January 2022, in liaison with Councillor Brimmer. **(CEO/City Secretary)** The Mayor apologised that the presentation had not yet been arranged. On behalf of the Board, the Mayor said that this would be given a high priority and thanked Mr. O'Brien for his kindness in making the award and Councillor Brimmer for her patience. Action item had not been completed.

9. Resolutions Approved by the Minister

That the Board approve to extend the Temporary Alfresco areas free of charge from 30 June 2021 to 31 March 2022.

Passed: 2 June 2021 - until 31 March 2022

1st Amendment: 4 June - until 31 October 2021

2nd Amendment: 10 November 2021 - until 31 January 2022

3rd Amendment: 21 January 2022 - until September 2022 (note the Minister's comment)

Passed: 5 January 2022

Submitted to the Minister: 5 January 2022

That the Board approve the tourism concept and design of the Bermuda Marquee Sign to be installed at No.1 car park, adjacent to the Bermuda Tourism Authority premises and parallel to the harbour edge.

That the Board approve to issue a new 5-year Lease for VMB Detailing with cost of living increase to rent.

That the Board approve the COH Employee Handbook, rebranded and updated.

That the Board approve the COVID-19 Travel Policy (Return to Work).

That the Board approve the Customer Service Policy.

That the Board approve the Data Classification Policy.

That the Board approve the Data Protection Policy.

10. Board Recommendations for Review

There were no Recommendations for review.

11. Committee Recommendations for Review

11.1 Residents Advisory Committee – 6 January 2022 (Public Session)

There were no Recommendations for Review.

Councillor G. Scott left the meeting at 1.10 pm.

11.2 Infrastructure Committee – 12 January 2022 (Public Session)

11.2.1 Bid Recommendation - City Hall Roof Soffit

RESOLUTION:

That the Board approve the contract for the City Hall Roof Soffit be awarded to Kaissa at a cost of \$5,700.00.

Unanimous

11.2.2 Bid Recommendation - Demolition - Rose Cottage

RESOLUTION:

That the Board approve the contract for the Demolition of Rose Cottage be awarded to Island Construction Services at a cost of \$18,600.00.

Unanimous

11.2.3 Bid Recommendation - Victoria Street (East) Redevelopment

RESOLUTION:

That the Board approve the contract for the Victoria Street (East) Redevelopment be awarded to Brown & Co at a cost of \$113,583.00.

Unanimous

11.2.4 Bid Recommendation - Hamilton Dock Security Two-Year Contract

RESOLUTION:

That the Board approve the Two-Year Contract for the Hamilton Dock Security be awarded to SAS Protection at a cost of \$1,476,606.00.

Unanimous

11.2.5 Request to Address Parking in Handicapped Bays

Councillor Harvey noted that further consideration of the previous discussion would be had in light of the Disabled Parking Permit Policy, as the COH's position must be congruent with the Disabled Parking Permit Policy. In particular, there had been no mention in the Policy of the requirement for taxis meters to be kept running during the parked period.

The Venue & Rentals Co-Ordinator said that a taxi driver had received a parking ticket although displaying a parking permit from Age Concern. A valid Disabled Parking Permit had not been purchased by Age Concern. She said that a disabled person being transported by a taxi with a displayed Permit, was allowed as the Permit would be issued to the disabled person. There were care facilities which purchased Disabled Parking Permits to be used by their clients for use with any mode of transport, including taxis. Should taxis be adapted as a handicapped vehicles, they could not purchase a Disabled Parking Permit, rather Permits belonging to holders being transported would be used. The stipulation for taxi meters to run during parked time was not in the Policy. The taxis must display an official COH issued Permit in order to park in a handicapped parking bay. Failure to do so would result in the taxi being ticketed.

Councillor L. Scott asked what the rationale was for insisting that taxis kept their meters running during parked time. Councillor Harvey said that the previous discussion had agreed that the meter running would legitimise the taxi hire. Councillor Brimmer said that a stipulation for the taxis to keep their meters running would not be valid; a taxi displaying an official COH Permit and parked in a handicapped bay would be sufficient proof of hire.

Councillor G. Scott rejoined the meeting at 1.24 pm.

RESOLUTION:

That the Board approve that, to avoid being ticketed, a disabled person hiring a taxi and in possession of a disabled parking permit, must give the permit to the taxi driver to display and the taxi meter would be kept running during a waiting time and the parking fee would be paid to the current time limit.

Tabled

ACTION:

Forward to the Infrastructure Committee Meeting to be held on 16 February 2022. Further to the Board Meeting held on 9 February 2022, the Resolution had been tabled. The Disabled Parking Permit Policy would be reviewed by the Infrastructure Committee and forwarded to the Staff, Legislative & Governance Committee, before the final amended Policy would be presented to the Board for Resolution. **(CFO/Acting City Secretary)**

ACTION:

Additional clauses would be added to the Disabled Parking Permit Policy, including business vehicle permits and disabled parking permits in taxis. **(CFO/Acting City Secretary)**

11.2.6 Willowglade Refurbishment - Scope of Work

Councillor Harvey said that Willowglade was owned by the COH with a staff member as the tenant. The Mayor said that an ROI study on the property had been carried out. The option for the greater return would be to raze the property and rebuild at a later date rather than refurbish providing a negative return.

After discussions in the Engineering Department, the Assistant City Engineer asked whether the Council's real intention would be to rebuild residential units with management expenses or consider using the funds to invest in other COH properties which were already of a good standard and useful. Discussion ensued. The Assistant City Engineer said that in its current state, Willowglade would be condemned. There would be expense in converting the remainder into warehouse space. The Mayor recommended that the property be demolished and use of the land would be discussed by the Infrastructure Committee at a later date.

RESOLUTION:

That the Board approve, in light of its sub-standard condition, the current tenant be given timely and fair notice and the property be demolished, as it related to the Willowglade property on Laffan Street.

Unanimous

11.3 Finance Committee – 13 January 2022 (Public Session)

There were no Recommendations for review.

11.4 Staff, Legislative & Governance Committee – 18 January 2022 (Public Session)

11.4.1 Policies

11.4.1.1 Doctors' Parking Policy

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RESOLUTION:

That the Board approve the Doctors' Parking Policy, as amended.

Unanimous

11.4.1.2 Employee Housing Rental Policy

Formatted; changed title to Director of Human Resources, from Human Resources Manager.

RESOLUTION:

That the Board approve the Employee Housing Rental Policy, as amended.

Unanimous

11.4.1.3 Employee Long Service Awards Policy

Formatted.

RESOLUTION:

That the Board approve the Employee Long Service Awards Policy.

Unanimous

11.4.1.4 Fire Emergency Procedure Policy

Formatted and amended.

RESOLUTION:

That the Board approve the Fire Emergency Procedure Policy.

Unanimous

11.4.2 Disabled Parking Permit Policy

RESOLUTION:

That the Board approve the Disabled Parking Permit Policy, as amended.

Tabled

12. Vagrancy Report

12.1 Email from Philip Barnett, Island Restaurant Group Ltd

The Mayor referred to the email from Mr. Philip Barnett expressing concerns of aggressive panhandling in the City. The Extra Duty Police Officer patrols in South Hamilton should alleviate these concerns. Councillor Harvey said that begging would not be tolerated.

ACTION:

Respond to Mr. Philip Barnett's email with reassurance that, pending the Minister's approval, the employment of Extra Duty Police Officers in South Hamilton would alleviate the aggressive panhandling and that begging would not be tolerated. **(CFO/Acting City Secretary)**

13. Any Other Business

13.1 Assistant City Engineer

The CFO/Acting City Secretary said that the Assistant City Engineer, Charles Waters, had resigned and a replacement would be sought. The search for an Assistant City Engineer had been very difficult three (3) years ago, therefore, if a suitably qualified candidate could not be found locally, the search would be extended overseas.

Charles Waters said that he would be relocating back to the US. He said that it had been an honour to work for the COH, that he had learnt from his experience and felt privileged to be part of the changes happening in the City.

The Mayor said that he was sad to hear of the resignation. He had appreciated the good relationship during his time with the COH. He would be sadly missed. On behalf of the Board, the Mayor thanked Charles for his service and wish him well for the future.

13.2 GP Services

TAKE NOTE: The Controller said that an RFP had been put out for Great Plains services. The higher bid had been accepted, contrary to the Financial Instructions, as the current provider had not performed as well as expected. The bid accepted had been under the \$5,000 threshold.

14. Motion to Move to Restricted Session

Proposed: Councillor N. Swan

Seconded: Councillor J. Harvey



Mayor



CEO/City Secretary

9 March 2022

Date