



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  
STAFF, LEGISLATIVE & GOVERNANCE COMMITTEE  
PUBLIC SESSION  
AGENDA**

Tuesday, November 15, 2022, 10:00 am  
Mayor's Parlour, City Hall, Hamilton

1. **Confirmation of Notice**
2. **Role of the Chairman**
3. **Open Meeting**
4. **Apologies**
5. **Public Participation/Presentation**  

There is no public participation/presentation.
6. **Correspondence**  

There is no correspondence
7. **Minutes of the Previous Staff, Legislative & Governance Meeting dated 18 October 2022 (Public Session)**
8. **Matters Arising from the Previous Staff, Legislative & Governance Meeting dated 18 October 2022 (Public Session)**
  - 8.1. **Anti-Bribery and Corruption Act (ABC) Policy**  

Await a response from the Permanent Secretary following his recent letter outlining the previous contacts with the Government and AG's Chambers, as it related to the Anti-Bribery and Corruption Act (ABC) Policy and the absence of guidance in the Act regarding the removal of elected officials for bribery and corruption. Suggest that the Municipalities Act be amended to incorporate such guidance in alignment with that of the Government. **(CEO/City Secretary)**

## **8.2. Resolution of Affirmation for Council and Executive Members**

Write to the lawyers to request legal advice as it relates to the payment of legal costs on behalf of a Councillor, Executive or staff member, as an un-named Plaintiff who had executed COH matters with integrity, even historically, for which there was currently no COH insurance cover. **(CEO/City Secretary)**

## **9. Status Updates**

### **9.1. Current Litigation/Legislation (CEO/City Secretary)**

### **9.2. Wayleave Agreements (CEO/City Secretary and COO/City Engineer)**

#### **9.2.1. BELCo Renegotiated**

The current Wayleave would be renegotiated to reach an amicable agreement between BELCo and COH, whereby both could take ownership. There would be ratification by the Board to allow phased under-grounding of cables throughout the City, without time limit and a legal document signed by both parties in agreement.

Update: 20 October 2020 - Pricing agreement awaited.

Last update: April 2021 - Recommendation received from Hilco Global on How to Price a Wayleave. An amount would be calculated.

#### **9.2.2. BTC/Digicel - Initiated: Pre-13 April 2018**

Update: 17 April 2018

Update: 17 February 2020 - Draft Wayleave received from MDM.

Update: 20 October 2020 - Pricing agreement awaited.

Last update: April 2021 - Recommendation received from Hilco Global on How to Price a Wayleave. An amount would be calculated.

#### **9.2.3. One Communications - Initiated: Pre-18 April 2018**

Update: 18 April 2018

Update: 17 February 2020 - Draft Wayleave received from MDM.

Update: 20 October 2020 - Pricing agreement awaited.

Last update: April 2021 - Recommendation received from Hilco Global on How to Price a Wayleave. An amount would be calculated.

**9.2.4. Bermuda Water Works - Initiated: Pre-13 April 2018**

Update: 18 April 2018

Update: 17 February 2020 - Draft Wayleave received from MDM.

Update: 20 October 2020 - Pricing agreement awaited.

Last update: April 2021 - Recommendation received from Hilco Global on How to Price a Wayleave. An amount would be calculated.

**9.3. Waste and Litter Control Act (CEO/City Secretary and COO/City Engineer) - Initiated: 8 August 2018**

Update: 26 October 2018

Update: 20 October 2020 - Awaiting Regulations specific to COH.

Update: 15 June 2021 - Following the distribution of wheelie bins throughout the City over the last three (3) years and the COH continue to hold a supply, now a public notice for the mandatory use of wheelie bins would be issued.

Update: 20 July 2021 - PS had been informed of the matter and he had submitted a draft paper to Cabinet in support.

Update: 22 March 2022 - Meeting held with PS and a further document submitted.

Last update: 17 May 2022 - AG's Chamber had been provided with an historical background since 2016 to assist with the drafting of the Regulation.

**9.4. Parking Legislation (COO/City Engineer) - Initiated: 2013**

Update: 3 November 2015 - Request from COH to validate the 2013 Ordinance.

Update: 22 February 2022 - PS had returned the Ordinance to COH for amendment.

Last update: 22 March 2022 - Final amended Ordinance to PS for validation.

**9.5. Anti-Bribery and Corruption Act (ABC) Policy (Controller) - Initiated: 9 July 2019**

Update: 17 February 2020. Request to Attorney General.

Update: 27 May 2020. The Minister had approved the Resolution. AG's response was awaited.

Last update: 8 December 2021. Request to Attorney General and response to consult the Ministerial Code of Conduct 2018, The Good Governance Act 2012 and the Bribery Act 2016, as it related to the Government's position on the Anti-Bribery and Corruption Act (ABC) Policy and the COH's application of same.

**9.6. Land Swap Procedures (CEO/City Secretary and COO/City Engineer)**

**9.6.1. Butterfield & Vallis - Initiated: June 2017**

Update: 14 May 2019 - PS Azhar checking.

Update: June 2019 - Passed Cabinet. Awaiting Legislature. PS Rochester checking.

Update: 18 August 2020 - PS Rochester - Cabinet papers have been edited to reflect new Minister. Awaiting Minister's approval before going to Cabinet, then to Legislature.

Update: 25 August 2020 - PS Rochester confirmed that the Land Exchange agreement had been passed by the Legislature.

Update: 20 October 2020 - One (1) of two (2) Trusts to be readjusted by Government.

Update: 4 June 2021 - Before the House of Assembly. A decision was awaited.

Update: 20 July 2021 - Approved by the Senate and awaiting Governor's Ascent.

Update: 16 November 2021 - To lawyers for conveyancing.

Update: 22 March 2022 - Conveyancing ongoing.

Last Update: 18 October 2022 - BV request for a parking change was under discussion.

**9.6.2. SPA Canal Road - Initiated: 21 March 2018**

Update: 23 January 2019 - To be tabled in the House in the next Legislative session.

Update: 18 August 2020 - PS Rochester - Cabinet papers have been edited to reflect new Minister. Await Minister's approval before going to Cabinet, then to Legislature.

Update: 25 August - PS Rochester confirmed that the Land Exchange Agreement had been passed by the Legislature.

Update: 20 October 2020 - Conveyancing documents for Dianthus Trust were being drafted by lawyers.

Update: 4 June 2021 - Before the House of Assembly. A decision was awaited.

Update: 20 July 2021 - Approved by the Senate and awaiting Governor's Ascent.

Last Update: 16 November 2021 - To lawyers for conveyancing.

## **9.7. Arnold Discount Warehouse - Sale of Land - Initiated: 19 May 2020**

Update: 19 May 2020 - Mr. Frank Arnold had instructed his lawyers to proceed with the purchase of the land.

Update: 16 June 2020 - The exchange of the Sale and Purchase Agreements was underway.

Update: 20 October 2020 - The Sale and Purchase Agreements have been signed. Will go to the PS and Minister for approval by the Legislature.

Update: April 2021 - The Sale and Purchase Agreements had been sent to the PS and Minister for forwarding to the Legislature.

Update: 4 June 2021 - Before the House of Assembly. A decision was awaited.

Update: 20 July 2021 - Approved by the Senate and awaiting Governor's Ascent.

Last Update: 16 November 2021 - To lawyers for conveyancing.

## **10. Resolutions Approved by the Minister**

There are no Resolutions approved by the Minister.

## **11. Recommendations for Review**

There are no Recommendations for review.

### **11.1. Policies**

COH Policies have been reviewed and will be presented for approval with the new branding and formatting. Any other changes to the policies will be described.

#### **11.1.1. Temporary Electronic Meeting Policy**

Reformatted.

Paragraph 7 had been added to give guidance for remote attendance at scheduled Board and Committee Meetings where it was not possible for a member to attend in person.

#### **RECOMMENDATION:**

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

#### **11.1.2. Data Protection Policy**

Not approved by the Minister from the 25 July Special Board Meeting. Amendments required.

#### **RECOMMENDATION:**

That the Board approve the Data Protection Policy, as amended.

## **12. Any Other Business**

13. Motion to Move to Restricted Session



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Dwayne A. Caines  
CEO/City Secretary