



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
INFRASTRUCTURE COMMITTEE
PUBLIC SESSION

Wednesday, September 14, 2022, 10:00 am
Mayor's Parlour, City Hall, Hamilton

Present:	Councillor John Harvey, MBE, JP, Chairman Councillor George Scott, JP Councillor Henry Ming Councillor RoseAnn Edwards Councillor Jenefer Brimmer
Apologies:	Rt. Wor. Charles R. Gosling, JP Councillor Nicholas Swan Michael Branco, JP - Associate Member
Staff:	CEO/City Secretary - Dwayne A. Caines, JP COO/City Engineer - Patrick Cooper Director of Marketing & Communications – Jessica Astwood
Apologies:	CFO/Acting City Secretary – Tanya Iris Public Relations Manager - Helen Zoellner Assistant City Engineer - Christopher Bulley
In Attendance:	Mr. Glen Smith, Managing Director of Auto Solutions Mr. Gary Ince, Linberg & Simmons Chartered Architects

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

Councillor John Harvey confirmed his role as the Chairman.

3. Open Meeting

The meeting was called to order at 10.03 am.

4. Apologies

The CEO/City Secretary confirmed that apologies had been received from Mayor Charles Gosling, CFO/Acting City Secretary Tanya Iris, Public Relations Manager Helen Zoellner and Associate Member Michael Branco.

5. Public Participation/Presentation

5.1 Bermuda Karting Club - NE Hamilton Race

Mr. Scott Barnes, President of the Bermuda Karting Club, did not attend the meeting to propose an international karting race in North East Hamilton in April 2023.

5.2 Oleander Cycles-E-Bike Stations in the City

Mr. Gregory Bluck of Farnsworth Management Ltd, for Oleander Cycles-E-Bike stations in the City, sent his apologies as he was unable to attend the meeting.

5.3 Auto Solutions - Parking Bays Proposal

The Deputy Mayor welcomed Mr. Glen Smith, Managing Director of Auto Solutions and Mr. Gary Ince of Linberg & Simmons Chartered Architects.

Mr. Smith presented a proposal for the COH to create new car and bike parking bays on Canal Road, adjacent to the new International Bonded Couriers Bermuda Ltd (IBC) Logistics Centre and Customs clearance facility.

Mr. Ince circulated a plan of the rock cut and new sidewalk on Canal Road which had been approved by the Planning Department. He proposed a change to the approved plans for the sidewalk at the new building, that the COH provide three (3) car and five (5) bike parking bays and an encompassing sidewalk on the private land between the new building and Canal Road. Mr. Smith said that the parking bays would be used by the public to pick up shipments from the courier companies and Customs facility operating from within the new building.

The COO/City Engineer said that traffic congestion in the area could be an issue for traffic entering and exiting from the nearby Bulls Head car park. Also, Canal Road was narrow at the site which would further impact congestion by cars parallel parking into the proposed car parking bays. The sidewalk desire line would be straight rather than encompassing the parking area. The issue of land ownership and maintenance of the parking area would need careful consideration.

The Deputy Mayor said that the Committee would agree in principle to the concept, however, further discussions on the above-mentioned issues would be required. The matter would be further discussed under AOB.

Mr. Glen Smith and Mr. Gary Ince left the meeting at 10.20 am.

6. Correspondence

There was no correspondence.

7. Minutes of the Previous Infrastructure Committee Meeting dated 13 July 2022 (Public Session)

Proposed: Councillor H. Ming

Seconded: Councillor R. Edwards

The Minutes were accepted as read.

8. Matters Arising from the Previous Infrastructure Committee Meeting dated 13 July 2022 (Public Session)

8.1 Whip Rideshare

Write to Mr. Marshall of Whip Rideshare stating that he did not have permission to run a business on City property at this stage and advise him of the required steps in order for the COH to consider giving its permission. That he was in contravention of the COH Streets and Sidewalks Ordinance and refer him to the document on the COH website.

The COO/City Engineer said that he had written emails to Mr. Marshall over several months, advising him to move the vehicles from the sidewalks into cycle bays. The CEO/City Secretary had also written to Mr. Marshall advising him of the illegality of the vehicles. Action item completed.

The CEO/City Secretary said that he had been informed that the Government were in the late stages of amending legislation pertaining to the use of electric cycles on Bermuda roads. He said that a meeting with Engineering had been held to discuss potential areas around the City which could accommodate all such vehicles and it was considered that the sites should be close to the bus and ferry terminals. All companies operating electric cycles would require a COH license to operate in the City as it remained illegal for scooters to be on the roads in Hamilton.

8.2 Traffic Issues Review and Design Report

Carry out community consultation on the proposals as it related to the change of use for the six (6) parking bays on Laffan Street and the six (6) parking bays on Washington Street. On hold. **(COO/City Engineer)** Action item had not been completed.

8.3 Angle Street Speed Bump

Following the community survey, carry out the installation of the speed bumps on Angle Street by the end of 2021. **(COO/City Engineer)** This would be carried out on approval of the new Traffic Calming Policy. Action item had not been completed.

8.4 Traffic Calming Policy

As there were no regulations in Bermuda for creating speed bumps, the COH would write a Speed Bumps Policy. **(COO/City Engineer)** The COO/City Engineer presented a draft Traffic Calming Policy noting that diagrams would be added. It was thought that imperial measurements could be included and the emergency services would include the police. The Mayor noted a contradiction in the first paragraph referring to Dundonald Street which currently had several speed bumps and where there was frequent freight traffic. Action item had not been completed.

8.5 Paving Works Schedule

After survey, the results of the annual sidewalk and road assessments would be published to inform the community of upcoming works due to take place in the coming year. In 2022, this would include all work carried out since 2014. **(COO/City Engineer)** The COO/City Engineer said that the Asset Management Plan had been completed. Consideration of the best action to take in order to publish the information was ongoing. Action item had not been completed.

8.6 SSL Public Tariff Rate 2023

Request the Audited Financial Statement for Stevedoring Services Limited, as it relates to the request from Polaris Holding Company Limited, for a tariff rate increase of 3% for 2023. **(CFO/Acting City Secretary)** The Audited Financial Statement would be available after the Annual General Meeting to be held on 21 September 2022. Action item had not been completed.

9. Resolutions Approved by the Minister

That the Board approve the contract for the City Hall Exterior Roof Painting 2022 be awarded to Leon Eve at a cost of \$41,750.00.

That the Board approve the contract for the City Hall Exterior Walls Painting 2022 be awarded to Leon Eve at a cost of \$48,500.00.

10. Recommendations for Review

10.1 Grateful Bread - 5 November 2022 - Sponsorship Request

The Director of Marketing and Communications said that, due to the date conflicting with the World Triathlon event, the date of the Grateful Bread Early Thanksgiving Giveaway to the Needy would be changed from Saturday, 5 November 2022 to Saturday, 12 November 2022.

RECOMMENDATION:

That the Board approve the sponsorship request to waive the rental fees for Grateful Bread Early Thanksgiving Giveaway to the Needy, to be held at Nellie’s Walk on Saturday, 5 November 2022.

Tabled

AMENDED RECOMMENDATION:

That the Board approve the sponsorship request to waive the rental fees for Grateful Bread Early Thanksgiving Giveaway to the Needy, to be held at Nellie’s Walk on Saturday, 12 November 2022.

Proposed: Councillor J. Brimmer

Seconded: Councillor R. Edwards

Unanimous

11. Status Updates

11.1 Marketing & Communication

- Taste of Bermuda - 30 September-2 October. Bar Tender competition (Friday) - ticketed formal dinner party (Saturday), tasting village vendors and demonstrations (Sunday) with celebrity chefs.
- Dudley Eve Park launch and mural unveiling - 13 October.
- Made in Bermuda Night with entertainment would follow the Dudley Eve Park launch in North Hamilton - 13 October.
- Halloween Movie Night - Fort Hamilton - 29 October.
- Mayor's Christmas Reception - 25 November.
- Christmas Tree Lighting would follow the Mayor's Reception - 25 November.
- Marquee unveiling - 2 December.
- Christmas Shopping Night.
- Boat Parade and fireworks - 10 December.
- Staff Christmas Party - Pier-6 - 17 December.

On behalf of the Board, the CEO/City Secretary acknowledged the hard work and full schedule of events which the Marketing and Communications Department had planned and wished to pass on thanks to all the team members. He had received external comments that the COH Marketing and Communications Department had become industry leaders in event planning and execution.

11.2 Take Note: Project Charters 2022

- Pier-6 - the new roof had been completed, internal work was underway. A virement would be required due to unforeseen conditions, the rise in the cost of materials and incomplete drawings. The project would be completed by November and bookings were being taken. A launch party had been planned for stakeholders.
- Earl Cameron Theatre dressings rooms was near completion.
- Bull's Head car park painting was near completion.
- Traffic Lights junction at PLV/Church Street/Bermudiana Road - civil works were complete and the UK consultants were in Bermuda to commission the lights.
- City Hall Office renovation - plans awaiting approval. Furniture had been ordered. Due to budget restraints the initial focus would be on the ladies washroom and the accounts office and air conditioning throughout.
- Rose Cottage had been demolish and the hill would be flattened - planning approval was awaited to plant a tree farm.
- Canal Road rock cut to be carried out this weekend.

- Front Street Pump Station - planning approval was awaited for the microscreening. The pipe replacement contract documents were under review prior to tender.
- Fort Hamilton design concepts and planning proposals were underway in preparation for construction to commence in January 2023.
- HVAC design for City Hall and the Works Depot were underway.
- Marquee Sign planning had been approved - awaiting a contractor to install.
- Asset Management Plan had been completed and the information would be converted into an easily published format.
- World Triathlon event budgets were being agreed as in previous years where the COH would be cost neutral - giving discounts on property rentals but charging for labour.
- Dudley Eve Park brass plaque had been delivered.
- Capital Project budget meeting of the Infrastructure Committee would be arranged for early October.
- Hodge Podge property renovation was complete and Coldwell Banker were handling the rental - one proposal had been received.
- Bermudiana Building at Barr's Bay Park - the lease had been finalised and signed - refurbishments would commence.
- Bulli Social - the Lease was awaited from the Bulli Social lawyers - the delay had been due to a misunderstanding.

Councillor G. Scott noted that a loud noise was emanating from the men's bathrooms on Front Street which needed attention.

Councillor Edwards referred to the rental space adjacent to Hodge Podge, previously occupied by Fantasea. The COO/City Engineer said that the area was currently being used for COH storage. The whole building was under assessment for future use. There was also a non-code compliant issue in having two (2) small electrical rooms. Should the building be renovated in the future, it may be proposed to use the area as a single space to house all the electrics serving the entire building.

12. Government's Water and Wastewater Plan - Update

There was no update.

13. Any Other Business

13.1 Sewage Pipe Break - Point Finger Road

The COO/City Engineer said that all was good at the pipe break, however, the drain-down valve at the end of Point Finger Road would be repaired.

13.2 Micro Mobility - Proposals and Concepts

As previously discussed at Item 8.1.

13.3 Proposed Parking Bays - Canal Road

The Chairman referred to the earlier presentation by Mr. Glen Smith and Mr. Gary Ince.

The COO/City Engineer raised several points regarding the proposal. He said that the facility was brand new and the tenant had made the request to the COH, not the landlord, for parking to fit the tenant's business plan. It was questioned why parking had not been designed into the new facility and then expect the COH to change the plans and expend funds to benefit the tenant's business. The proposal was for the COH to build three (3) car and five (5) bike parking bays and an encompassing sidewalk on the landlord's private property, between the new building and Canal Road, at the COH's expense. Further questions would be addressed such as, who owned the land, who would fund the project, who would maintain the site, who would insure the site in the event of an incident, whether the intention was to gift the land to the COH and should the COH have access to sidewalks on private property. The requested parking was very close to the largest parking facility in Bermuda. He suggested that the three (3) existing parking bays opposite the new facility could be changed to 1-hour parking and noted that there were no other businesses in the area. The COO/City Engineer had previously met with Mr. Smith and Mr. Ince for discussion and had rejected the proposal.

The CEO/City Secretary had been surprised that Mr. Smith and Mr. Ince had attended the meeting as their presentation had not been on the Agenda. It would be usual practice for them to provide their proposal and design for consideration by the Committee, prior to a presentation. He said that, should the COH be minded to consider the matter further, discussions must be had with the landlord/owner of the private property. There had been no precedence set to consider such a proposal.

The Chairman said that the Committee would support the concept however, the discussion following the presentation had raised some reservations of the proposal. The COO/City Engineer said that, should the COH create the parking bays, they would be a public parking area.

The Chairman said that any further proposals concerning COH property, together with documentation, must be submitted in writing to the CEO/City Secretary for circulation to the Committee prior to extending an invitation to present at the next available Infrastructure Committee meeting.

ACTION:

Ascertain confirmation of the land ownership and other aspects of the proposal, as it relates to the request by Mr. Glen Smith for the COH to create a parking area and sidewalk adjacent to the new distribution facility on Canal Road and circulate a list of reservations to the Committee. **(COO/City Engineer)**

13.4 Horizon Communications - Initial Period Expired

The COO/City Engineer said that the initial temporary one-year license for Horizon Communications for the installation of its equipment on COH poles throughout the City, was nearing expiry. He asked the Committee whether they had considered there had been issues with the installations and whether the license should be extended for a further period. The COO/City Engineer said that there were 23 installations at a cost of \$500 per unit, per annum. Discussion ensued around the aesthetics of the units. It was decided that a full license including terms and conditions, be issued for one-year to Horizon for the installations.

RECOMMENDATION:

That the Board approve a one-year full license, including terms and conditions, be issued to Horizon Communications upon the expiry of the temporary license, as it relates to the 23 installations of communication units on COH poles throughout the City, at a yearly cost of \$500 per unit.

Proposed: Councillor J. Brimmer

Seconded: Councillor G. Scott

Unanimous

13.5 Anti Social Behaviour at City Hall

The CEO/City Secretary said that the benches around the City had been removed in preparation for Storm Earl. It had been decided not to replace the benches at the lawn at City Hall at the moment. He had been working with the Bermuda Police Service who suggested installing a CCTV camera, as it related to the anti social behaviour of around 100 school students congregating in front of City Hall daily after school hours and the subsequent clean up operations. He noted that since removal of the benches, the number of students had reduced significantly to around ten (10).

The CEO/City Secretary had suggested that a press conference, together with the BPS and members of the Parent Teachers Association, be held in order to explain the reasons why the benches had not been replaced at City Hall. He noted that consideration would also be given to removing other benches around the City, in particular on Front Street, which attract the unsheltered which precluded public use.

13.6 Acknowledgement of the Passing of Queen Elizabeth II in the City

The CEO/City Secretary said that requests had been received by the COH for the City to acknowledge the passing of Queen Elizabeth II. He suggested that a notice at the area at the entrance to Queen Elizabeth Park be displayed for the public laying of floral tributes. Also, a black-banded portrait of Her Majesty beside a floral display be placed in the lobby of City Hall. A Book of Remembrance had been suggested to be placed beside the portrait, however, this had been discouraged by Government House and the Government. A Book of Remembrance would be open at Government House for the public to write their in memoriam to Her Majesty.

13.7 Water Tank at No.8 Dock

The COO/City Engineer said that a peppercorn rent lease was currently being negotiated with the Government for the water tank at No.8 Dock. The Government wished to change the notice period to vacate, from six (6) months to 24 months, in the agreement. It was considered that twelve (12) months would be acceptable.

RECOMMENDATION:

That the Board approve a notice to vacate period for the water tank at No.8 Dock, be written into the peppercorn rent lease agreement with Government, at twelve (12) months.

Proposed: Councillor R. Edwards

Seconded: Councillor G. Scott

Unanimous

13.8 Dr. Annabelle Carter - Parking

TAKE NOTE: The COO/City Engineer said that a request had been received from Dr. Annabelle Carter, who currently uses the doctor's parking bay at Par-La-Ville car park, to be relocated to Dr. Carter's office on Par-La-Ville Road. Dr. Carter had expressed safety issues at the car park after dark.

13.9 Assessment of Parking Bays in Angle Street Area

Councillor Edwards said that on 7 July 2022, she had noticed that one-hour parking signage on Angle Street at two (2) all-day parking bays, had recently been installed. She wondered why that had happened as cars were now being ticketed for parking. The COO/City Engineer said that there were signed residential parking bays in the block. The law states that where a parking bay is unmarked, it would be considered as one-hour parking. There were two (2) unmarked parking bays in the block which had, therefore, always been one-hour parking, albeit assumed by the public that they were all-day bays. It had been decided to install signage at these bays to clarify to the public and traffic wardens that these were, as had always been, one-hour parking bays and not residential or all-day parking. Councillor Edwards noted that there were all-day parking bays at Four-Star Pizza.

The CEO/City Secretary said that the Residents Advisory Committee were conscious of all-day parking bays being used by commuters in residential areas, which needed to be discouraged with appropriate signage in the area clarify the parking bays usage. The COO/City Engineer said that he would assess the area for the correct proportion of parking needs for residents, businesses and services, to ensure each had access to sufficient parking via drop-off areas, loading zones, etc.

ACTION:

Make an assessment of parking bays in the area around Angle Street, for the correct proportion of parking needs for residents, businesses and services, to ensure each had access to sufficient parking via drop-off areas, loading zones, etc. **(COO/City Engineer)**

14. Motion to Move to Restricted Session

Proposed: Councillor J. Brimmer

Seconded: Councillor H. Ming