

COUNCIL MEETING AGENDA

Thursday January 19th, 2017 2:00 p.m. Belize City Hall Council Chambers

Members to be attending

1.	Mr. Darrell Bradley	Mayor
2.	Mr. Jason Edwards	Councilor
3.	Mrs. Alifa Elrington	Councilor
4.	Dr. Alain Gonzalez	Councilor
5.	Mrs. Hyacinth Latchman Cuellar	Councilor
6.	Mr. Kevin Singh	Councilor
7.	Mr. Michael Theus	Councilor
	Mr. Dion Leslie	Councilor
9.	Mr. Philip Willoughby	Councilor
10.	Mr. Bernard Pitts	Councilor
11.	Mr. Dean Samuels	Councilor

- 12. Candice Burke, City Administrator
- 13. Lesbeth Butler, Administrative Officer

Persons to be attending by invitation

- 1. Floyd Williams, City Engineer
- 2. Marilyn Ordonez, Director of Finance (leave)
- 3. Sharlene Rudon, Director of Administration
- 4. Margaret McKenzie, Legal Counsel
- 5. Rose Perez, Finance Manager

Agenda Items

- Prayer
- 2. Confirmation of Minutes
- 3. Matters Arising

Mayor's announcements/matters

- Review of past minutes
- Presentation on Mayan Cave Tubing Project – Raul Pelayo
- 4. Notices/reports/ discussion/information
 - Flood Mitigation Infrastructure Project (Willoughby)
 - Cinderella Plaza (Willoughby)

- Conversation with SWMA/Min & Gilroy Lewis (Willoughby
- GSU Request (Willoughby)
- 5. Any other business
 - Property Tax Rate(Mrs. Ordonez)
 - IDB Workshop (Mrs. Ordonez)
 - Backhoe (Ms. Miller)
- 6. Questions from members of the public
- Request for leave to move adjournment of Council on matters of urgent public notice
- 8. Motions relating to Council business or sitting
- Adjournment
- Setting the date for the next Council meeting



MINUTES OF ORDINARY CLOSED COUNCIL MEETING Thursday January 19th, 2017 2:25 p.m. Belize City Hall Conference Room

Present:

1.	Mr. Darrell Bradley	Mayor
2.	Mr. Dean Samuels	Deputy Mayor
3.	Mr. Jason Edwards	Councilor
4.	Ms. Alifa Elrington	Councilor (2:35 p.m.)
5.	Mrs. Hyacinth Latchman Cuellar	Councilor
6.	Mr. Kevin Singh	Councilor
7.	Mr. Michael Theus	Councilor
8.	Mr. Bernard Pitts	Councilor
9.	Mr. Philip Willoughby	Councilor
10.	Dr. Alain Gonzalez	Councilor
11.	Mr. Dion Leslie	Councilor
1.	Ms. Candice Miller	City Administrator

Present by invitation:

Mrs. Lesbeth Butler

 Mr. Floyd Williams 	City Engineer
Ms. Margaret McKenzie	Director Legal Services
 Mrs. Marilyn Garvin 	Chief Internal Auditor
Ms. Sharlene Rudon	Director HR/PR
Mrs. Marilyn Ordonez	Director Finance (absent sick)

Minutes of Meeting

Administrative Officer

The meeting was called to order at 2:25 p.m.

Councilor Latchman-Cuellar opened the meeting with a prayer.

The Mayor started by asking that meetings be kept short (1 ½ hours to 2 hours) and that more frequent meetings be held every 2 to 3 weeks. He then requested that the minutes of the past meetings pending approval be reviewed and adopted starting with the minutes of the last meeting first.

Adoption of Minutes

The minutes of the 8 previous meetings was circulated and Councilors were given time to read thoroughly before confirming.

The following corrections were made to the Minutes of December 22nd, 2016:

- i) Page 4 # 34 remove "can" before probation
- ii) Page 4 # 37 and # 38 "he" be changed to "the"
- iii) The Mayor requested that his response to Mr. Floyd Neal be attached to the minutes (Letter attached)

The Mayor moved that the minutes of the Meeting held on December 22nd, 2016 be adopted subject to any typographical corrections and that the decision of the meeting be attached to the minutes. Councilor Leslie motioned for the approval of the minutes, seconded by Councilor Theus. MOTION CARRIED.

The following corrections were made to the Minutes of December 14th, 2016:

- i) #23 make correction to the statement that "Councilor Willoughby voted no" to state that "Councilor Willoughby voted in favour"
- ii) # 37 insert "according to her recollection" before "the decision was no"
 The Mayor moved that the minutes of the Meeting held on December 14th, 2016 be adopted subject to any typographical corrections. Councilor Edwards motioned for the approval of the minutes, seconded by Councilor Latchman. MOTION CARRIED.

No correction was made to the Minutes of November 28th, 2016:

No corrections was made to this minutes.

The Mayor moved that the minutes of the Meeting held on November 28th, 2016 be adopted subject to any typographical corrections. Councilor Theus motioned for the approval of the minutes, seconded by Councilor Pitts. MOTION CARRIED

No correction was made to the Minutes of November 21st, 2016:

No corrections was made to this minutes.

The Mayor moved that the minutes of the Meeting held on November 21st, 2016 be adopted subject to any typographical corrections. Councilor Theus motioned for the approval of the minutes, seconded by Councilor Pitts. **MOTION CARRIED.**

No correction was made to the Minutes of October 26th, 2016:

No corrections was made to this minutes.

The Mayor moved that the minutes of the Meeting held on October 26th, 2016 be adopted subject to any typographical corrections. Councilor Theus motioned for the approval of the minutes, seconded by Councilor Pitts. MOTION CARRIED.

Councilor Leslie requested a signed copy of the minutes for October 26th, 2016

The following corrections were made to the Minutes of October 5th, 2016:

- Page 2 correct spelling from "CAMCIACA" to "CAMCAYLA"
- ii) Page 4 V. change heading from "Land Use Policy" to "Kings Park Zoning"
- iii) Page 4 #24 change sentence "She informed him that she and Councilor Theus went to Lands Department to follow up, however they need the minutes from Charlene McDonald" to "She indicated that they needed the minutes from the last Public Consultation Meeting from Charlene McDonald"

The Mayor moved that the minutes of the Meeting held on October 5th, 2016 be adopted subject to any typographical corrections. Councilor Edwards motioned for the approval of the minutes, seconded by Councilor Gonzalez. **MOTION CARRIED**.

The following corrections were made to the Minutes of September 16th, 2016:

- Page 5 #29 insert "vote not valid as there was no quorum"
- ii) Reference to page 5 # 34 the Mayor requested that Mrs. Ordonez provide the list of person who was granted waiver. "Mrs. Ordonez indicated that a report was completed and will be sent to Councilors"

The Mayor moved that the minutes of the Meeting held on September 16th, 2016 be adopted subject to any typographical corrections. Councilor Singh motioned for the approval of the minutes, seconded by Councilor Latchman-Cuellar. **MOTION CARRIED.**

The following corrections were made to the Minutes of July 13th, 2016:

No correction was noted, however Councilor Theus asked for an update on the providing the appropriate gear to Cemetery Workers page 6 #47. Ms. Miller said that she met with Mr. Usher to discuss and the right has been provided. However, she will follow-up with him. The Mayor asked Ms. Rudon if she has received any complaints in reference to this concern and she said no.

The Mayor moved that the minutes of the Meeting held on July 13th, 2016 be adopted subject to any typographical corrections. Councilor Singh motioned for the approval of the minutes, seconded by Councilor Latchman-Cuellar. MOTION CARRIED.

The following corrections were made to the Minutes of May 19th, 2016:

 This minutes for Caucus held May 19th, 2016 was reviewed at the meeting held July 13th, 2016, therefore only approval for adoption was needed.

The Mayor moved that the minutes of the Meeting held on May 19th, 2016 be approved subject to any typographical corrections. Councilor Edwards motioned for the approval of the minutes, seconded by Councilor Gonzalez. MOTION CARRIED.

MATTERS ARISING FROM THE PAST MINUTES

- From the meeting held December 22nd, 2016 the Mayor directed that Council together
 with the Union representative work on a transfer policy. Ms. Rudon updated that a
 meeting was scheduled for Tuesday January 24th, 2017 to discuss the transfer policy.
- At the meeting held on December 14th, 2016 Mr. Pelayo did a presentation and a vote by "round robin" was done, however the Mayor said he still had a concern due to the use of public space. Councilor Theus stated that public space falls under the Council authority.
- 3. The Mayor requested that Ms. Rudon organize another public consultation meeting on Thursday February 9th, 2017 at 6 p.m. He wanted to be convinced that a decent amount of people support the project. He suggested that Ms. Rudon have the Sanitation workers issue flyers to encourage people to attend the meeting.
- 4. In reference to CUF (Caribbean Urban Forum) the plans are ongoing. The committee chaired by Ms. Carolyn Trench Sandiford and the Mayor meets regularly. The forum, which is a major project for 2017, is scheduled for May 17th, 18th & 19th, 2017. The committee needs to have a budget. Local government sent a letter to GOB and received approval.
- From the minutes of meeting of October 5th, 2016 the Mayor asked Ms. Miller if the
 meeting with BEL in reference to the advertisement on lamppost was held. She
 informed that the meeting is pending.
- Mayor Bradley updated that the Mayor of Columbia will be visiting Belize. Several
 activities is being planned including a public night.
- 7. In reference to the Commercial Center the loan from Heritage Bank is still pending. Heritage Bank has a concern with the head tax. They wanted to know if it is being paid by PACT. They have been informed that procedures are in place to ensure that the tax is being received. The Council is waiting for feedback from the bank. There is also a concern with the Taiwanese grant as the funds will be taken back if not used by 2018.
- 8. The Mayor reminded that the proposal from Christie Maestre is still up for consideration. They have agreed to provide the Council with a smaller building at the Paslow Compound and they acquire the Commercial Bldg. location. He also commented that an urgent decision on the way forward is needed as the Council is now renting 2 locations (Well Worth and Sagicor Bldgs.) which is approximately \$14K monthly.
- Ms. Rudon said that Troy updated her that the information for the staff land program has been sent from Mr. Mckay to lands and the process should be finalized by the end

- of January 2017. The Mayor express his gratitude to Ms. Rudon, Mr. Smith, Ms. Miller, Mr. Joe Bradley and Councilor Willoughby for being integral to bringing this process to a fruition.
- 10. In regards to the Tax Reform the Mayor said that some municipalities are still concern about the loss of revenue and looking at areas for revenue enhancement. Discussions is still on going to ensure that there will not be too much revenue lost. This has also been discussed at cabinet level.
- 11. Mrs. McKenzie updated that the Kings Park zoning by law has been sent to Mr. Palacio from the Ministry of Local Government. As soon as the ministry is finished the law will be gazetted.
- 12. Councilor Pitts asked about the NAMIS Software and where was the Council in regards to this project. The Mayor requested that Councilor Pitts, Mrs. McKenzie, Ms. Miller and Mr. Benjamin meet with Namis and discuss.

MAYOR MATTERS

13. The Mayor informed that the secretary of the Mayor's Association approach him seeking consideration for an advance no interest loan of \$30,000 to the Mayor's Association for purchase of a vehicle. The payment terms proposed is 1½ to 2 years. The association will assign the vehicle to the secretary Mr. Carballo. They are consulting with 3 municipalities; Belmopan, San Pedro and Belize City. It was proposed that no final approval will be given until a draft proposal is presented to the Council.

Councilor Alain Gonzalez left 3:20 p.m.

14. A vote was taken that the Council approved \$20,000 by way of a loan after the terms has been presented to the Council. Also, that the Council gives the Mayor authorization to negotiate the terms with the Mayor's Association and Mr. Carballo.

In Favor

Mayor

Deputy Mayor Samuels

Councilor Singh

Councilor Pitts

Councilor Edwards

Councilor Willoughby

Councilor Theus

(7)

Opposed

Councilor Cuellar

Councilor Elrington

Councilor Leslie

Total (7)
MOTION CARRIED

- 15. The Mayor stated that he believed that the works in the city have slowed down and there is a lot of work to be done. In addition, being an election year the Council needs to be focused.
- 16. The Deputy Mayor asked that a tour of the city be done to evaluate the situation. The Mayor agreed for a tour to be done the following day January 20th, 2017.

- 17. Councilor Singh voiced his concerns about the condition of BTL Park. He said many of the swings and fixtures are not working and lots of repairs need to be done. He does not believe that the park is in any condition for the upcoming Da'Ville Concert.
- 18. The Mayor acknowledged that the park needed attention. Deputy Mayor Samuels stated that the streets also need attention and this is more important than the park as this affects mobility.
- 19. Councilor Leslie said that he is concern about the seawall at the park as it is in danger of being cracked. Ms. Rudon said an estimate was sent to Mr. Thompson but no response has been received. The Mayor requested that Ms. Rudon present the estimate at the next meeting.
- 20. The Deputy Mayor requested the plans for the park including the plans for the seawall. The Mayor requested that Mr. Williams and the Deputy Mayor review the plans and work on them.
- 21. The Mayor stated that he has been receiving several concerns about Southern Foreshore as well as other areas.
- 22. He asked for some focus to be placed on strategic areas as he believed that some of the issues were taking too long to be addressed.
- 23. Councilor Edwards said he was concerned about the garbage at the San Cas Park.
- 24. Mrs. McKenzie reminded the Council that a notice needed to be sent 4 to 5 weeks in advance when a street will be closed. In addition, the notice needs to be gazetted.
- 25. Ms. Miller asked that the Mayor look at the proposal from BTL for the BTL Park. The Mayor committed to review it and meet with BTL.
- 26. The Mayor closed his matters by stressing that streets and sanitation needs to be the major focus of the Council. He also committed to a Council Tour on January 24th, 2017.

Councilor Willoughby

- 27. Councilor Willoughby said that from the PSC meeting for the Flood Mitigation Unit a recommendation was sent in reference to the project. He had a discussion with Deputy Samuels, Mr. Menjivar and Mr. Chan in reference to the recommendation. A meeting was scheduled for January 23rd, 2017 to discuss. The committee suggested that Mr. Camal or Ms. Patnett be head of the Flood Mitigation Project. After discussion it was agreed that Ms. Patnett be appointed as head of the unit.
- 28. Councilor Willoughby expressed the need for a flat bottom boat to clear and dredge the canals. Ms. Miller said that the Council had purchased a flat bottom boat and ask where it was. No response was given.
- The Mayor committed to meet with Ms. Miller, Deputy Mayor and Councilor Willoughby after his upcoming travel.
- 30. Councilor Willoughby stated that major clean-up of the canals in the Belama Area is needed as well of cleanup of the river bed. The Mayor asked him to spear head this concern.
- 31. Councilor Willoughby stated that the Council has acquired 5 new equipment and will be receiving more. He asked that for efficiency persons to be hired to operate these equipment. The equipment received is a sludge truck, tar truck, asphalt truck, street sweeper/roller and backhoe. Most of this equipment need 2 to 3 staff to operate them.

- 32. The Mayor questioned the maintenance of these equipment. Councilor Willoughby updated him that a 1 year warranty has been provided by IDB.
- 33. Councilor Willoughby informed that a building was being built on Freetown Road and the owner was asking for an exit via the Cinderella Plaza as it will be difficult for him to exit from Freetown Road. The Mayor requested that a proposal be sent so that Council can review.
- 34. Councilor Willoughby stated that there was a growing concern with a vendor at the Cinderella Plaza by Kelly Street junction. He said that the area is becoming a hazard. This was discussed and a decision was made for the person to be moved.
- 35. Councilor Pitts said he had a concern with Mr. Bennett doing BBQ across from Atlantic Bank on Freetown. He said Mr. Bennett is throwing charcoal on the reserve and not keeping the area clean. Councilor Singh also brought up the concern of a vendor building at the foot of the swing bridge. The Mayor said that the issue with all these is enforcement and requested that enforcement be focused on.
- 36. Ms. Rudon said she has been receiving several interest for adopting the median at Cinderella Plaza including one from Mr. Perrera and 1 from RF&G.
- 37. Councilor Willoughby brought up a concern about Solid Waste Management. He stated that Solid Waste Management should be taking the garbage to the transfer station at mile 24. However it is not being done as this is a service which they subcontract out. The Mayor said that if the transfer station is not working that should be the responsibility of central government. However, if it is impacting the Council services then the Council needs to address it. Councilor Willoughby said that the Council may need to ask Waste Control to slow down. The Mayor said that one of the issue with residential garbage it that it calls for a fee which should be sustain itself. Councilor Willoughby said it is not an issue with the transfer station but the vacant lot on the left of the garbage dump where the garbage was being stored. He said that the type of garbage and amount of garbage is an issue.
- 38. The Mayor asked Ms. Miller if this is something the Council can address. She said that she believed that this was not a cost the Council should bear but rather it was a cost for central government. She said the Council only assisted after the hurricane due to the excessive amount of garbage.
- 39. The Mayor asked Councilor Willoughby to provide more information at the next meeting so that a vote could be taken. The Mayor asked that a meeting be had with stakeholders to better analyze the situation and make a more informed decision.
- 40. Councilor Willoughby said that the GSU (Gang Suppression Unit) is asking the Council for assistance to purchase a generator for their surveillance van. The Mayor asked Councilor Willoughby to have them present their request in writing so a vote could be taken on it.

Mrs. Ordonez

- 41. Mrs. Ordonez said that in reference to Property Tax over the past years the Council has been declaring 9% (5% for the Council and 4% for Fire). She said that Mr. Smith is requesting that the Council declare 9% for the Council and none for Fire. Councilor Elrington said she had a discussion with Mr. Eugene Palacio and he informed her that the Council needs to declare a % to Fire. The Mayor said that the Council can declare 9% to the Council and 0% to Fire.
- 42. A declaration was taken that the Belize City Council declare a 9% Property Tax rate under the Town property tax act and there shall be a zero declaration for fire.

In Favor Oppose

Mayor Bradley Councilor Elrington

Deputy Mayor Samuels

Councilor Leslie Councilor Edwards Councilor Willoughby

Councilor Pitts Councilor Singh Councilor Theus

Councilor Latchman-Cuellar

Total 9 voted in Favor 1 Oppose

MOTION CARRIED

Ms. Miller

- 43. Ms. Miller brought up the situation with the Backhoes, stating that the Council has four Backhoes. Of these only one is working, one is a shell as parts have been removed for repairs and the other two are not working they are beyond repair. She suggested that the 2 that are not working be auctioned.
- 44. She informed that Gentrac has made a proposal to the Council for financing of a Backhoe over a 30 month period. The Council would need to pay 15% down and around \$11,000.00 plus GST monthly.
- 45. Mrs., Ordonez suggested that a loan be sourced to purchase the Backhoe. Councilor Elrington suggested that the Council consider Mrs. Ordonez suggestion as she did not agree with Gentrac proposal.
- 46. The Mayor requested that Mrs. Ordonez do a cost analysis of getting the Backhoe from Gentrac as oppose to getting a loan. He said the he wanted to know the Council's position in relation to loans.
- 47. Ms. Miller asked that this be done urgently as it is costly to rent equipment.
- 48. Councilor Willoughby brought up the concern with Mr. Jomo Elrington stating that he was concerned with the 2 recent letters he has received from him.
- 49. Councilor Elrington questioned if this was the last item to be discussed as she did not want to be part of the conversation with Jomo, however she did not wish for quorum to be lost. She stated that if there was other issues to be voted on she would leave the meeting. There was a discussion with her and the Mayor after which she stayed for the remainder of the meeting.

- 50. Ms. Rudon was asked why Jomo was not short listed. She said that he had never held over a managerial post nor did he have the paralegal requirements.
- 51. The Mayor questioned the procedure for responding to concerns. Ms. Rudon informed that all staff receive training on the Regulations. The Mayor stated that if staff is not following the procedures and sending all their grievances and complaints to the Council they would be overwhelmed with staff issues.
- 52. Councilor Pitts stated that since the Regulations has been adopted the process should be followed and concerns be addressed through HR.
- 53. Ms. Miller read the detail the minutes of the Court Manager Interview. Councilor Elrington stated that from the time that the interview was advertised she brought up the Council that she did not believe that the post required a person with Paralegal certification since the Council has a Legal Advisor. She believed that the post needed someone with supervisory management.
- 54. Mrs. McKenzie stated that when the vacancy was being advertised she was not aware of the qualifications. She said she was concerned with the comments made by Councilor Elrington that the Count was not being managed well.

Councilor Leslie left the meeting.

- 55. Mrs. McKenzie said that she wanted the situation with Jomo addressed so things can get back to normal and move on with the Council work.
- 56. The Mayor commented that indeed things needed to get back to normal. He then moved for a vote to be taken on appointing Jermaine Hyde as Court Manager.
- 57. A vote was taken on the appointment of Jermaine Hyde to the post of Court Manager:

Vote in Favor

Vote Against

Mayor Bradley

Councilor Elrington

Deputy Mayor Samuels

Councilor Pitts

Councilor Theus

Councilor Cuellar

Councilor Singh

Councilor Edwards

Councilor Willoughby (requested that Mr. Hyde come to Council)

Total

8 voted in Favor

1 Oppose

MOTION CARRIED to appoint Mr. Jermaine Hyde as Court Manager.

No Petitions from the Public was discussed.

58. The Mayor moved for a motion to adjourn the meeting. Councilor Cuellar motioned that the meeting stands adjourned; Councilor Pitts seconded the motion. <u>MOTION CARRIED</u>. All Councilors present voted in favor to adjourn the meeting. Meeting was adjourned at 5:30 p.m.

Confirmation of Minutes

These minutes, which are the minutes of a Council Meeting of the Belize City Council duly convened and held on the below dates were reviewed and approved by a Resolution of the Council dated ($\frac{1}{9}$) January, 2017:

- May 19th, 2016
- July 13th, 2016
- September 16th, 2016
- October 5th, 2016
- October 26th, 2016
- November 21st, 2016
- December 14th, 2016
- December 22th, 2016

DARRELL BRADLEY, Mayor

CANDIDE MILLER, City Administrator



Belize City Council RESOLUTION NO. 1 of 2017

A RESOLUTION TO APPROVE NEGOTIATION OF A LOAN FOR MAYOR'S ASSOCIATION SECRETARY

WHEREAS, the Belize City Council, is a body corporate established by Sec 3 (1) of the Belize City Council Act, CAP 85 of the Substantive Laws of Belize, Revised Edition 2000,

AND WHEREAS, the Belize City Council having been duly elected by the residents of Belize City mandated to serve the citizenry and entrusted with the general rule and good governance of Belize City,

Whereas, the Belize City Council, is desirous of giving financial assistance to the secretary of the Mayor's Association Mr. Enrique Carballo in procuring a vehicle to execute his duties,

Now therefore, be it resolved that the Council supports, approves, and confirms

· Mayor Darrell Bradley to carry out negotiation of a loan for \$20,000.00 with Mr. Enrique Carballo, secretary of the Mayor's Association, to purchase a vehicle.

In pursuance of an order of the Belize City Council made on the 19 day of January 2017, the Common Seal was hereunto affixed by:

MAYOR

CANDICE MILLER-

CITY ADMINISTRATOR





Belize City Council RESOLUTION NO. 2 of 2017

A RESOLUTION TO APPROVE 9% PROPERTY TAX

WHEREAS, the Belize City Council, is a body corporate established by Sec 3 (1) of the Belize City Council Act, CAP 85 of the Substantive Laws of Belize, Revised Edition 2000,

AND WHEREAS, the Belize City Council having been duly elected by the residents of Belize City mandated to serve the citizenry and entrusted with the general rule and good governance of Belize City,

Whereas, the Towns Property Tax Act CAP 65 SEC 18 (1) of the substantive laws of Belize directs that on 1st of April in each year, by Order made on or before 15th April in the preceding year, declare the rates to be levied and collected on all properties situated within the limits of its town and liable to be taxed in accordance with this Act.

Whereas, the Council has reviewed and discussed the rates to be levied on properties within Belize City,

Now therefore, be it resolved that the Council supports, approves, and declares

• 9% on Property Tax that will be collected for the Belize City Council solely.

In pursuance of an order of the Belize City Council made on the 19 day of January 2017, the Common Seal was hereunto affixed by:

DARRELL BRADLEY MAYOR

CANDICE MHLLER
CITY ADMINISTRATOR

