



Hamilton Waterfront Trust

Connecting You to the Water's Edge

BOARD OF TRUSTEES MINUTES

4:30 P.M.

Tuesday, September 12, 2017

HWT Boardroom, 47 Discovery Drive, Hamilton

Present: B. Charters, J. Farr, S. Shaw, T. Jackson

Staff Present: W. Plessl, M. Cuthbert

1. **Call to Order**

B. Charters called the meeting to order at 4:45 pm.

2. **Declarations Re: Disclosure of Interest**

None

3. **Delegations**

No scheduled delegations.

4. **Minutes of Previous Meeting (July 11, 2017)**

HWT1021 (T. Jackson / J. Farr)

That the Minutes of the July 11, 2017 Hamilton Waterfront Trust Board meeting be received.

CARRIED

5. **Business Arising from the Minutes**

a) Declaration regarding Employee Deduction Remittances

HWT1022 (J. Farr / S. Shaw)

That the Declaration for Employee Deduction Remittances be received.

CARRIED

6. **Outstanding Items**

None

7. **Consent Agenda**

1.1 **Review of monthly Business Unit Operations (June)**

The Board was in receipt of the Financial Report for the Business Unit Operations for the month of August 2017.

8. **New Business**

a) **Waterfront Development – City of Hamilton**

- Pumping Station – Plans are progressing with a tender call later this year.
- The City has been working on monitoring the beach water quality at Bayfront Park. This monitoring will be complete in 3 weeks.

b) **2016 HWT Financial Statements**

- The 2016 HWT Financial Statements have been forwarded to the City and the Hamilton Port Authority. For clarification the Draft Audited Financial Statements were approved in June. There was a delay in receiving the completed statement from BDO, which our staff were diligent in pursuing.
- Presentation will be made by the HWT to the General Issues Committee on October 4, 2017. This presentation will provide clarity on the history and present operations of the Hamilton Waterfront Trust.

HWT1023 (J. Farr / S. Shaw)

Whereas; There is an interest from Council to receive both year over year audited financials; and

Whereas; Council has asked for a presentation by the Hamilton Waterfront Trust for the October 4th GIC; and

Whereas; the HWT Board agrees that the monthly minutes of Hamilton Waterfront Trust be offered to the public.

Therefore; the Executive Director of the Hamilton Waterfront Trust be requested to forward the 2015 – 2017 minutes of the Hamilton Waterfront Trust – Board of Trustees meeting minutes to the City Clerk so that they may include in the October 4th agenda package; and

That if a member of the media or the public should request those minutes in advance, that the clerks produce those minutes and note all previous years audited financials are and always have been available through the clerk's office.

CARRIED

The meeting went in-camera for discussions on legal / contractual matters (S. Shaw / T. Jackson)

9. **Confidential Items – In-Camera for Legal / Contractual Matters**

a) **Minutes of Previous In-Camera Meetings (July 11 and July 20, 2017)**

HWT1024 (T. Jackson / J. Farr)

That the In-Camera Minutes of the July 11, 2017 Hamilton Waterfront Trust Board meeting be received.

CARRIED

HWT1025 (T. Jackson / J. Farr)

That the In-Camera Minutes of the July 20, 2017 Hamilton Waterfront Trust Board meeting be received.

CARRIED

b) City lease on 57 Discovery Drive

Discussions took place in-camera

c) SARCOA – Legal

Discussions took place in-camera

d) Proposal from 1469132 Ontario Ltd.

HWT1026 (J. Farr / S. Shaw)

That the HWT Board of Trustees has directed the Executive Director to inform 1469132 Ontario Ltd. of our decision to take no action on their unsolicited proposal.

CARRIED

e) Future Plans for the HWT Centre

HWT1027 (T. Jackson / S. Shaw)

That the RFP respecting the HWT Centre's vacant space will be made public approximately mid-October and that they may include single and/or multiple operators.

CARRIED

f) Personnel Matter

Discussions took place in camera.

The meeting moved out of camera (T. Jackson / S. Shaw)

10. Other Business

None.

11. Next Meeting - Tuesday, October 10, 2017

The next HWT Board meeting is scheduled for Tuesday, October 10, 2017.

12. Adjournment

The meeting adjourned at 7:15pm.



B. Charters, Chairman
Board of Trustees
Hamilton Waterfront Trust