



Hamilton Waterfront Trust

Connecting You to the Water's Edge

BOARD OF TRUSTEES MINUTES

4:30 P.M.

Tuesday, May 8, 2018

HWT Boardroom, 47 Discovery Drive, Hamilton

Present: J. Farr, T. Jackson, D. Conley, B. Mueller

Absent with Regrets: T. Jarvis

Staff Present: W. Plessl, M. Cuthbert

1. **Call to Order**

J. Farr called the meeting to order at 4:30 pm.

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

None.

3. **Delegations**

None.

The HWT Board welcomed Bernie Mueller to the committee. He is one of the newly appointed Citizen Representatives.

4. **Minutes of Previous Meeting (March 13, 2018)**

HWT 1060 (D. Conley / B. Mueller)

That the Minutes of the March 13, 2018 Hamilton Waterfront Trust Board meeting be received.
CARRIED

5. **Business Arising from the Minutes**

a) Declaration regarding Employee Deduction Remittances

HWT 1061 (D. Conley / B. Mueller)

That the Declaration for Employee Deduction Remittances be received.

CARRIED

6. Outstanding Items

On agenda

7. Consent Agenda

1.1 Review of monthly Business Unit Operations (March & April 2018)

The Board was in receipt of the Financial Report for the Business Unit Operations for the month of April 2018.

- W. Plessl noted that the Outdoor Rink closed week of March 3rd
- Williams' sales were good in March and poor in April.

HWT1062 (B. Mueller / D. Conley)

That the Financial Report for April 2018 be received.

CARRIED

1.2 Quotes/tenders

None.

8. New Business

a) Waterfront Development - City of Hamilton

- W. Plessl presented the animation of the conceptual designs for Piers 5 -7 as well as the video of the proposed rolling bridge
- "Open Doors" presentation viewed by the public on Saturdays. Presentation is also available on the City of Hamilton's website.
- Gateway – public process
- Funding – Fisheries and Oceans, Provincial and Federal funding is being sought where possible.

HWT1063 (D. Conley / B. Mueller)

That the presentation on Waterfront Development Piers 5 – 7 be received

CARRIED

b) HWT Board - Deed of Trust

HWT Board was in receipt of the 2nd amended Deed of Trust. Direction was given to W. Plessl to have our Solicitor, David Vanderwood, review.

HWT1064 (B. Mueller / D. Conley)

That the presentation of the revised draft Deed of Trust be received.

CARRIED

c) HWT Centre - Operation

- The HWT will continue with renting the meeting spaces as well as part-time maintenance until the City decides on the future of the HWT Centre.
- City staff are to report back to Council mid June with regards to interest and uses fit for the building.

d) HWT 2017 Audit

W. Plessl advised that the Auditors will be in the office next week. The Financial statement is expected in June.

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

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

a) Minutes of Previous In-Camera Meetings (March 12 & April 5, 2018)

HWT1065 (D. Conley / B. Mueller)

That the In-Camera Minutes of the March 12 & April 5, 2018 Hamilton Waterfront Trust Board meetings be received in-camera.

CARRIED

b) SARCOA - update

Discussions took place in-camera

The meeting moved out of camera (T. Jackson / D. Conley)

10. Other Business

a) Director of Operations and Bookkeeper Positions

W. Plessl advised that interviews would be scheduled, for the Director of Operations and the Bookkeeper Positions, by the end of this week.

b) W. Plessl will meet with Trent Jarvis, new Citizen Representative of the HWT Board, to present to him the presentation that he missed at today's meeting.

c) Executive Directors Report

i) Trolley Grant - \$5,000 with the assistance of Councillor T. Jackson

ii) Our Operations are now open weekends – Scoops (May 5), Grill, Hamiltonian, Rental Concession and Trolley (May 12)

iii) With construction starting this fall, the Trolley will be unable to travel around Pier 8 and we will have to modify the route.

iv) W. Plessl advised the Board of the untimely death of one of our staff, Tony Borges.

v) W. Plessl notified the Board that he will be on vacation for 3 weeks in June.

11. Next Meeting - Tuesday, July 10, 2018

The next HWT Board meeting is scheduled for Tuesday, July 10, 2018.

12. Adjournment

The meeting adjourned at 5:45pm.


J. Farr, Chairman
Board of Trustees
Hamilton Waterfront Trust