



Hamilton Waterfront Trust

Connecting You to the Water's Edge

**BOARD OF TRUSTEES
MINUTES**

4:30 P.M.

Tuesday, February 14, 2017

HWT Boardroom, 47 Discovery Drive, Hamilton

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

Staff Present: W. Plessl, M. Cuthbert

1. Call to Order

B. Charters called the meeting to order at 4:40 pm.

2. Declarations Re: Disclosure of Interest

None

3. Delegations

None

4. Minutes of Previous Meetings (January 10, January 23 & February 2, 2017)

HWT0998 (J. Farr / S. Shaw)

That the Minutes of the January 10, 2017 Hamilton Waterfront Trust Board meeting be received; and

That the In-Camera Minutes of the January 23 and February 2, 2017 HWT Inc. Board meetings be received.

CARRIED

5. Business Arising from the Minutes

a) Declaration regarding Employee Deduction Remittances

HWT0999 (J. Farr / S. Shaw)

That the Declaration for Employee Deduction Remittances be received.

CARRIED

6. Outstanding Items

a) 2017 HWT Operating Budget

W. Plessl is working on the 2017 Operating Budgets. This will be finalized later this month.

7. New Business

a) Review of monthly Business Unit Operations (December)

W. Plessl reported on the Business Unit Operations for January 2017

- Williams Fresh Cafe shows an increase of approximately 2% from last year.
- Waterfront Grill sales are similar to last year
- Rental Concession sales show an increase of approximately 2% from last year.

HWT1000 (J. Farr / S. Shaw)

That the verbal update for items 6 and 7 be received and presented at the next meeting.

CARRIED

b) Waterfront Development - City of Hamilton

W. Plessl advised that he continues to meet with City staff every 2 weeks.

Dillon Consulting is finishing up the various environmental studies and investigations on the waterfront area. These include:

- Environmental Assessment Phase 2 report for Pier 6 & 7 will be finalized and submitted to MOE shortly.
- LNAPL Recovery under Shed 6, Pier 8 is underway.
- Risk Assessment (2 submissions) are being finalized.

Bayfront Park Beach - AECOM study nearing completion with draft report received.

Pumping Station - The functional design is complete with detailed design underway. The construction phase of the pumping station and forcemain will start in the late spring/summer.

By the end of the year the 4 empty warehouses on Pier 8 should be removed.

W. Plessl noted that parking will be affected next year with the construction of the roads and services as per the subdivision plan.

HWT have started the detailed design for the proposed redevelopment of Pier 5 to 7.

HWT will be making a presentation regarding the approved Master Plan for Pier 5 to 7 at the Public Open House on Thursday, March 30, 2017.

8. Quotes/tenders

None.

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

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

a) SARCOA – Legal. Delegation -- Mayor Fred Eisenberger, City Manager - Chris Murray and Economic Development Director -Glen Norton were present for in-camera discussions.

Directions pertaining to moving forward were made in-camera.

Board of Trustees Meeting Minutes – February 14, 2017

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

10. Other Business

None

11. Next Meeting - Tuesday, March 14, 2017

The next HWT Board meeting is scheduled for Tuesday, March 14, 2017.

12. Adjournment

The meeting adjourned at 7:05 pm.



B. Charters, Chairman
Board of Trustees
Hamilton Waterfront Trust

M. Cuthbert
February 14, 2017