



**BOARD OF TRUSTEES
MINUTES**

4:00 P.M.
Tuesday, April 14, 2020
Via ZOOM Video Communications

Present: T. Jarvis, E. Pauls, J. Farr

Absent with Regrets: J. Partridge, B. Mueller

Staff Present: W. Plessl, M. Cuthbert

1. **Call to Order**

T. Jarvis called the meeting to order at 4:05 pm.

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

None

3. **Delegations**

None

4. **Minutes of Previous Meeting (January 20, 2020)**

HWT1134 (J. Farr / E. Pauls)

That the Minutes of the January 20, 2020 Hamilton Waterfront Trust Board meeting be received.

CARRIED

5. **Business Arising from the Minutes**

a) Declaration regarding Employee Deduction Remittances

HWT1135 (E. Pauls / J. Farr)

That the Declaration for Employee Deduction Remittances be received.

CARRIED

6. **Outstanding Items**

None

7. Consent Agenda

a) Review of monthly Business Unit Operations (February)

HWT1136 (J. Farr / E. Pauls)

That the Financial Report for February 2020 be received.

CARRIED

8. New Business

a) Board Membership & Minutes

HWT1137 (J. Farr / E. Pauls)

That the Advisory Committee Procedural Handbook be received as presented.

CARRIED

b) Pier 5 to 7 Redevelopment - update

- Hamilton Port Authority marina facility is closed. There is no access to dock on Pier 6. Once ramp comes in it will take a week to install. At present boaters have no access until this work is complete.
- Discovery Drive is currently blocked to the public. There will be major construction over the next few weeks/months on Pier 8. With no public access it is expected that construction will be done quickly.

HWT1138 (E. Pauls / J. Farr)

That the Pier 5 to 7 Redevelopment update be received.

CARRIED

c) Art Feature – Piers 6/7

- No updates have been received from the City on the development of this project. It is expected that the art pieces will be delivered in November/December 2021.

HWT1139 (E. Pauls / J. Farr)

That the information on the Art Feature – Piers 6/7 be received.

CARRIED

d) 2020 Major Maintenance / Capital

- Minor – painting in Williams
- Major – addition to Refrigeration building to include the Skate Rental.

HWT1140 (J. Farr / E. Pauls)

That the information on the 2020 Major Maintenance / Capital be received.

CARRIED

e) **COLA**

HWT1141 (J. Farr / E. Pauls)

- a) That a 2% increase effective March 1, 2020 be given to current staff; and,
- b) That currently laid off employees, due to COVID-19 closures, receive a 2% increase upon their return to work, including the same increase to the minimum wage.

CARRIED

f) **Scheduled Use of Pier 8 – 2020**

All events scheduled for Pier 8 have been put on hold until July 1st.

HWT1142 (E. Pauls / J. Farr)

That the Scheduled Use of Pier 8 – 2020 be received as presented.

CARRIED

g) **Extension of Lease for 47 Discovery Drive**

HWT1143 (J. Farr / E. Pauls)

That the information on the cost increase for the extension of the Lease of 47 Discovery Drive be received as presented.

CARRIED

9. **Quotes and Tenders**

None

10. **Confidential Items**

None

11. **Other Business**

a) **Executive Directors Report**

Wishing everyone safe and healthy over the next coming months.

- b) W. Plesl advised that due to the COVID-19 closures, staff will be applying for grants and loans offered by the Government of Canada.

HWT1144 (E. Pauls / J. Farr)

That the information regarding COVID-19 Government Applications be received as presented.

CARRIED

12. **Next Meeting - Tuesday, May 12, 2020**

The next HWT Board meeting is scheduled for Tuesday, May 12, 2020.

13. Adjournment

The meeting adjourned at 4:30pm.

T. Jarvis, Chairman
Board of Trustees
Hamilton Waterfront Trust

M. Cuthbert
April 14, 2020