



Hamilton Waterfront Trust

Connecting You to the Water's Edge

BOARD OF TRUSTEES MINUTES

4:30 P.M.

Tuesday, April 11, 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 4:45 pm.

2. Declarations Re: Disclosure of Interest

None

3. Delegations

Edward John, City of Hamilton, made a presentation to the Board on Waterfront Development Applications. Attached to the minutes are the handout provided to the Board.

HWT1005 (J. Farr / S. Shaw)

That the information presented by Edward John, City of Hamilton, be received.

CARRIED

4. Minutes of Previous Meeting (March 21, 2017)

HWT1006 (J. Farr / S. Shaw)

**That the Minutes of the March 21, 2017 Hamilton Waterfront Trust Board meeting be received;
and**

**That the In-Camera Minutes of the March 21, 2017 Hamilton Waterfront Trust Board meeting
be received.**

CARRIED

5. Business Arising from the Minutes

a) Declaration regarding Employee Deduction Remittances

HWT1007 (S. Shaw / T. Jackson)

That the Declaration for Employee Deduction Remittances be received.

CARRIED

6. Outstanding Items

a) 2017 HWT Operating Budget

HWT1008 (J. Farr / S. Shaw)

That the 2017 Operating Budget as presented be approved.

CARRIED

b) Budget Recommendation Reports

W. Plessl to contact the City of Hamilton HR Department to confirm the cost of living increase for staff in 2017 as well as merit increases and how it applies to COLA.

HWT1009 (J. Farr / T. Jackson)

a) That a cost of living increase (equivalent to the City of Hamilton) effective March 1, 2017 be given to all staff who have not received any raises in the past 2 years;

b) That Security Improvements be made to 47 Discovery Drive in the form of 2 additional cameras and improvements to locks for outside doors to the building with a cost estimate of \$5,000.

c) That improvements be made in Williams Fresh Cafe with a cost estimate of \$16,800.

d) That improvements be made in the HWT Offices with a cost estimate of \$3,900.

CARRIED

7. New Business

a) Review of monthly Business Unit Operations (March)

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

The Financial Statements are now to be placed on a consent agenda.

b) Waterfront Development - City of Hamilton

Presentation made by Edward John, City of Hamilton, under Item 3 - Delegations.

8. Quotes/tenders

This item to be placed under the consent agenda for the following meetings.

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

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

a) SARCOA – Legal. Discussions, direction and motions were made in-camera.

The meeting moved out of camera (T. Jackson / J. Farr)

10. Other Business

a) Hamilton Hometown Hockey

W. Plessl advised on the success of the Hamilton Hometown Hockey run by the City of Hamilton on Pier 8. The HWT will be charging for our services provided.

b) Tall Ships 2017

W. Plessl advised that the HWT will be working with the City of Hamilton on the Tall Ship event in July. The City will be billed for our services which is estimated to be between \$70 – 85,000.

11. Next Meeting - Tuesday, May 9, 2017

The next HWT Board meeting is scheduled for Tuesday, May 9, 2017.

12. Adjournment

The meeting adjourned at 6:45 pm.



B. Charters, Chairman
Board of Trustees
Hamilton Waterfront Trust

M. Cuthbert
April 11, 2017