



**BOARD OF TRUSTEES
MINUTES**

1:00 P.M.
Thursday, October 1, 2020
Via ZOOM Video Communications

Present: T. Jarvis, B. Mueller, E. Pauls

Absent with Regrets: J. Partridge, J. Farr

Staff Present: W. Plessl, A. Pulcins, M. Cuthbert

1. Call to Order

T. Jarvis called the meeting to order at 1:00 pm.

2. Declarations Re: Disclosure of Interest

None

3. Delegations

None

4. Minutes of Previous Meeting (July 14, 2020)

HWT1158 (T. Jarvis / B. Mueller)

That the Minutes of the July 14, 2020 Hamilton Waterfront Trust Board meeting be received.

CARRIED

5. Business Arising from the Minutes

a) Declaration regarding Employee Deduction Remittances

HWT1159 (B. Mueller / E. Pauls)

That the Declaration for Employee Deduction Remittances be received.

CARRIED

6. Outstanding Items

On agenda

7. Consent Agenda

a) **Review of monthly Business Unit Operations**

HWT1160 (E. Pauls / B. Mueller)

That the Financial Report for August 2020 be received.

CARRIED

8. New Business

a) **Covid-19 – Operations**

Operations are doing reasonably well taking into consideration the Covid-19 restrictions and the Public Access due to construction in the area.

HWT1161 (B. Mueller / E. Pauls)

That the information as presented on the Operations of Business Units be received.

CARRIED

b) **Pier 5 to 7 Redevelopment - update**

- Tender Documents for Phase 1 construction (Shoreline works for Piers 5 to 7) have been posted.
- Staff will present recommendation regarding award of contract at the next HWT Board meeting in November.

HWT1162 (E. Pauls / B. Mueller)

That the Pier 5 to 7 Redevelopment update be received.

CARRIED

c) **Art Feature – Piers 6/7**

- There was a concern with the number of beads presented in the proposal as compared to final drawings. The concerns were resolved by the artist and staff.
- It is expected that the art pieces will be delivered in November/December 2021. The HWT will have the concrete foundation completed by the time of installation.

HWT1163 (B. Mueller / E. Pauls)

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

CARRIED

d) **2020 Major Maintenance / Capital**

- The Threshold School of Building has been providing free labour to do maintenance on the grounds free and charging the materials only ie. refurbishing picnic tables, painting, touchups, etc. In April/May they will be painting the outside of the buildings.

HWT1164 (E. Pauls / B. Mueller)

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

CARRIED

9. Quotes and Tenders

None

The meeting went in-camera for discussions on real estate and legal matters (B. Mueller / E. Pauls)

10. Confidential Items

a) Lease - 47 Discovery Drive

Discussion took place in-camera.

b) Financial Statements for 2019

HWT1165 (E. Pauls / B. Mueller)

That the HWT 2019 Financial Statements as presented be approved.

CARRIED

c) 57 Discovery Drive

Discussion took place in-camera.

d) Cash Flow

Discussion took place in-camera

HWT1166 (B. Mueller / E. Pauls)

That the information as presented on cash flow be received.

CARRIED

The meeting moved out of camera (E. Pauls / B. Mueller)

11. Other Business

a) Executive Directors Report

W. Plessl thanked the Board for their continued support. He noted that Williams staff are concerned for their jobs due to drop in customers during COVID and construction.

The Board extended their appreciation to Williams staff during these difficult times.

HWT1167 (B. Mueller / E. Pauls)

That the Executive Directors Report be received.

CARRIED

12. Next Meeting - Tuesday, November 10, 2020

The next HWT Board meeting is scheduled for Tuesday, November 10, 2020.

13. Adjournment

The meeting adjourned at 1:30pm.

T. Jarvis, Chairman
Board of Trustees
Hamilton Waterfront Trust