



**BOARD OF TRUSTEES  
MINUTES**

4:00 P.M.  
Tuesday, January 8, 2019  
HWT Boardroom, 47 Discovery Drive, Hamilton

**Present:** J. Farr, B. Mueller, T. Jarvis, Judi Partridge, E. Pauls

**Staff Present:** W. Plessl, G. Monaco, M. Cuthbert

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**1. Call to Order**

J. Farr called the meeting to order at 4:00 pm.

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

None

**3. Delegations**

L. Frapporti, Gowling WLG (Canada) LLP (Item 9)

**4. Introduction of New Board Members**

Introductions were made by new Board Members Councillor Judi Partridge and Councillor Esther Pauls.

**5. Minutes of Previous Meetings (November 13, 2018)**

**HWT 1084 (T. Jarvis / B. Mueller)**

**That the Minutes of the November 13, 2018 Hamilton Waterfront Trust Board meeting be received.**

**CARRIED**

**6. Business Arising from the Minutes**

**a) Declaration regarding Employee Deduction Remittances**

**HWT1085 (J. Partridge / E. Pauls)**

**That the Declaration for Employee Deduction Remittances be received.**

**CARRIED**

**7. Outstanding Items**

None

**8. Consent Agenda**

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

Revenues from December were comparable to the summer months. The weather and rink conditions were favourable.

**HWT1086 (J. Partridge / B. Mueller)**

**That the Financial Report for December 2018 be received.**

**CARRIED**

**b) Quotes / Tenders**

None.

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

**9. a) Minutes of Previous In-Camera Meetings (November 13, 2018)**

**HWT1087 (B. Mueller / T. Jarvis)**

**That the In-Camera Minutes of the November 13, 2018 Hamilton Waterfront Trust Board meeting be received in-camera.**

**CARRIED**

**b) SARCOA - Update by L. Frapporti, Gowling WLG - discussions took place in-camera**

*The meeting moved out of camera (J. Partridge /B. Mueller)*

It was agreed to schedule another Board meeting in early February to get further updates from the HWT Lawyer, Gowling WLG.

**10. New Business**

**a) Pier 5 to 7 Redevelopment - Update**

Due to the limited time available an update will be provided at a future meeting.

**b) Art feature - Piers 6/7**

J. Farr advised that the City's West Harbour Development Sub-Committee approved the following motion on April 10, 2018.

*"That the Waterfront Board of Directors, who are currently undertaking a \$15.5 million project management of Pier 5, 6 and 7, be requested to undertake a public process that establishes a gateway feature at the foot of James Street North."*

To date the HWT presented the latest plans and vision at a City West Harbour Development Public Meeting on March 29, 2018. The HWT presented various plans and renderings of the future plans as well as two short videos; the first of the proposed rolling bridge at the RHYC Sailing School Basin and a fly through of the Pier 5 to 7 area illustrating what the area could look like after redevelopment. This information has been posted to the City of Hamilton West Harbour Redevelopment website.

There is some confusion with respect to the direction given by the above noted motion and the HWT Board suggested seeking the City Clerks intent of the motion from the recording of the meeting. J. Farr to follow up.

**c) Feature Board - Waterfront Development Concepts**

J. Farr suggested that the HWT investigate the preparation and mounting on the construction fence, panels which illustrate the future redevelopment plans for Piers 5 to 7 similar to the renderings for the proposed works shown at a public meeting in March 2018 and currently on the City's waterfront website.

**HWT1088 (J. Partridge / T. Jarvis)**

**That HWT staff prepare a cost estimate for the production and installation of feature panels on the construction fencing which illustrate the proposed redevelopment of Piers 5 to 7.**

**CARRIED**

**d) Hockey**

W. Plessl provided the following operational summary for the Waterfront Outdoor Rink which has been used for the past 9 years.

- Operating hours on website and signage indicate that the rink is in operation 10am to 10pm daily for public use if weather conditions permit.
- The Ice surface is cleaned a minimum of every 2 hours with the last cleaning at 9:45 pm.
- Maintenance staff are on site weekdays from 7am to 3pm and 5pm to 10pm., and weekends/holidays from 8am to 10pm.
- A number of rules are posted on the website and signs at the rink including "NO Hockey Playing". These rules are enforced when maintenance staff are on site.
- The above operating guidelines are enforced by staff when on duty. No maintenance staff are on duty between 3pm to 5pm on weekdays when public skating is light.
- The ice rink is monitored 24/7 via camera.

Annually both at the start of the ice skating season and roller skating season some of the public who are not familiar with the rules and guidelines need reminding of the posted rules.

Members thanked staff for the information.

**11. Executive Director's Report**

None

**12. Next Meeting - to be determined in February in consultation with Gowling WLG**

The March 12 meeting is cancelled and will be rescheduled. (Possibly to April 2, 2019)

**13. Adjournment**

The meeting adjourned at 6:10 pm.

J. Farr, Chairman  
Board of Trustees  
Hamilton Waterfront Trust

M. Cuthbert / W. Plessl  
January 8, 2019