



## **Hamilton Waterfront Trust**

*Connecting You to the Water's Edge*

### **BOARD OF TRUSTEES MINUTES**

3:00 P.M.

Tuesday, April 12, 2022

Via ZOOM Video Communications

**Present:** B. Mueller, J. Partridge, J. Farr

**Absent with Regrets:** E. Pauls

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

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#### **1. Call to Order**

B. Mueller called the meeting to order at 3:15 pm.

- Approval of Agenda

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

None

#### **3. Delegations**

None

#### **4. Minutes of Previous Meeting (February 8, 2022)**

HWT1250 (J. Partridge / J. Farr)

That the Minutes of the February 8, 2022 Hamilton Waterfront Trust Board meeting be received.

**CARRIED**

#### **5. Business Arising from the Minutes**

a) Declaration regarding Employee Deduction Remittances

HWT1251 (J. Farr / J. Partridge)

That the Declaration for Employee Deduction Remittances be received.

**CARRIED**

6. **Outstanding Items**

a) **Donation Request - RHYC**

**HWT1252 (J. Farr / J. Partridge)**

**That the HWT donate 4 passes on the Hamiltonian Tour Boat for the RHYC Accessible Community Regatta event.**

**CARRIED**

7. **Consent Agenda**

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

- Outdoor Rink closed 1<sup>st</sup> week in March due to warmer temperatures
- Williams is now open without COVID restrictions
- HWT Operations will open May 21<sup>st</sup> for weekends only until mid-June when they will operate daily.

**HWT1253 (J. Partridge / Jason Farr)**

**That the monthly Business Unit Operations be received.**

**CARRIED**

8. **New Business**

a) **Covid-19 – Operations**

- Williams is now open without COVID restrictions ie. no masking required indoors.
- City of Hamilton protocols are being followed with our staff.

**HWT1254 (J. Farr / J. Partridge)**

**That the information as presented on the Covid-19 - Operations of Business Units be received.**

**CARRIED**

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

- Phase 1 construction is 98% complete and will be finalized in the next couple of weeks.
- Phase 2 – Landscaping and Electrical. The Tender closing is April 28<sup>th</sup>. W. Plessl will reach out to the HWT Board, via email, with a Recommendation Report for the Award of Contract.
- Three more tenders will be issued. One for the Steel Pedestrian Bridge, one for the Rolling Bridge and one for the Tensile Structures.
- All Our Relations art feature will be installed end of September early October 2022.

**HWT1255 (J. Farr / J. Partridge)**

**That the Pier 5 to 7 Redevelopment update be received.**

**CARRIED**

c) **COLA**

**HWT1256 (J. Partridge / J. Farr)**

**That a 2.3% increase effective March 1, 2022 be given to all staff including the same increase to the minimum wage used by the HWT.**

**CARRIED**

**d) 2021 Financial Audit**

- The 2021 audit is in progress by BDO. Once we have a draft it will be sent to the HWT Board for approval, then forwarded to the City.

**HWT1257 (J. Farr / J. Partridge)**

**That the information as presented on the 2021 Financial Audit be received.**

**CARRIED**

**9. Quotes and Tenders**

None.

**10. Private and Confidential**

(J. Farr / J. Partridge)

That the Board move into Closed Session respecting Items 10(a), 10(b), 10(c) and 10(d), pursuant to Section 9.1, Sub-sections (b) and (c), and 9.2, Sub-section (b) of the City's Procedural By-law 21-021, as amended; and Section 239(2), Sub-Sections (b) and (c), and 239(3), Sub-Section (b) of the Ontario Municipal Act, 2001, as amended, as the subject matters pertain to a proposed or pending acquisition or disposition of land by the municipality or local board; and an ongoing investigation respecting the City or a municipally-controlled corporation by the Ombudsman appointed under the Ombudsman Act; and personal matters about an identifiable individual, including municipal or local board employees.

**CARRIED**

**a) Minutes of Previous In-Camera Meetings**

**HWT1258 (J. Partridge / J. Farr)**

**That the In-Camera Minutes of the March 8, 2022 Hamilton Waterfront Trust Board meeting be received In-camera.**

**CARRIED**

**b) Lease – 47 Discovery Drive**

**HWT1259 (J. Partridge / J. Farr)**

**That the information respecting the Lease - 47 Discovery Drive, be received and remain confidential.**

**CARRIED**

**c) Ongoing Ombudsman Inquiry**

**HWT1260 (J. Farr / J. Partridge)**

**That the update on the ongoing Ombudsman Inquiry from staff, be received and remain confidential.**

**CARRIED**

**d) Personnel Matter**

**HWT1261 (J. Partridge / J. Farr)**

**That the information and direction given with respect to the Personnel Matter, be received and remain confidential.**

**CARRIED**

**11. Other Business**

**a) Executive Directors Report**

- Staff are busy preparing/cleaning the property for our May opening of the operations.
- Threshold School of Building - painted portions of the building
- It was noted that despite best efforts not a lot of resumes were being received this year.

**HWT1262 (J. Partridge / J. Farr)**

**That the Executive Directors Report be received.**

**CARRIED**

**12. Next Meeting - Tuesday, June 14, 2022**

The next HWT Board meeting is scheduled for Tuesday, June 14, 2022.

**13. Adjournment**

The meeting adjourned at 4:30pm.

B. Mueller, Vice-Chairman  
Board of Trustees  
Hamilton Waterfront Trust

M. Cuthbert  
April 12, 2022