



**BOARD OF TRUSTEES  
MINUTES**

9:00 A.M.  
Tuesday, December 12, 2023  
Via ZOOM Video Communications

**Present:** C. Kroetsch, A. Wilson, M. Wilson

**Absent with Regrets:** T. Hwang, M. Spadafora

**Staff Present:** C. Wiley, M. Cuthbert

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**1. Call to Order**

C. Kroetsch called the meeting to order at 9:00am.

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

None

**3. Delegations**

None

**4. Minutes of Previous Meeting (October 10, 2023)**

HWT1341 (A. Wilson / C. Kroetsch)

That the Minutes of the October 10, 2023 Hamilton Waterfront Trust Board meeting be received.

**CARRIED**

**5. Business Arising from the Minutes**

**a) Declaration regarding Employee Deduction Remittances**

HWT1342 (A. Wilson / M. Wilson)

That the Declaration for Employee Deduction Remittances be received.

**CARRIED**

**6. Consent Agenda**

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

- No Business Unit updates at this time.

**7. New Business**

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

- Concrete stairs have been completed. Railing will be installed within the next two weeks.
- 25 trees were planted last week total to date 59.
- CSO tank valve room pipe works is scheduled to start next week.
- 80% of precast paving stones have been installed to date.
- Temporary Asphalt for Pier 7 has been prepped ready for paving.
- Steed and Evans (Subcontractor for Concrete and Asphalt) are scheduled to start on 7<sup>th</sup> of December for concrete curb works. Once curbs are installed, paving of asphalt pathway will begin, weather permitting.
- Hydro Vault Grate has been adjusted; Alectra have been informed to energize the system.
- The gas line for Fire feature is still pending, until concrete curbs and asphalt are complete.

Project is expected to be complete late winter / early spring.

**HWT1343 (M. Wilson / A. Wilson)**

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

**CARRIED**

**b) Schedule for 2024 Board Meetings**

**HWT1344 (M. Wilson / A. Wilson)**

**That the Schedule for the 2024 Board Meetings be received.**

**CARRIED**

**c) Operational Location Updates**

HWT are vacating the office spaces at 47 Discovery Drive. Staff, in the interim, will be working from home. Staff are in talks with City Real Estate about moving into the Gartshore Thomson Building at Pier 4. It is hoped that the Trolley and Hamiltonian operations can be run from this location in 2024. With the construction on Pier 8 taking place next year, this is the perfect time to move these operations, making it easier for the public to access.

**HWT1345 (M. Wilson / A. Wilson)**

**That the update on Operational Location Updates be received.**

**CARRIED**

**8. Private and Confidential**

(A. Wilson / C. Kroetsch)

That the Board move into Closed Session respecting Item 9(b), pursuant to section 9.1, Sub-section (i) of the City's Procedural By-law 21-021, as amended; and Section 239(2), Sub-section (i) of the Ontario Municipal Act, 2001, as amended, as the subject matters pertain to a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence

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to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization.

**CARRIED**

a) **Minutes of Previous In-Camera Meetings (October 10, 2023)**

HWT1345 (A. Wilson / C. Kroetsch)

That the Minutes of the October 10, 2023 Hamilton Waterfront Trust Board in-camera meeting be received.

**CARRIED**

b) **Financial or Labour Relations Information**

Discussion and recommendations took place in-camera with respect to the Financial or Labour Relations Information. This item is received and remains confidential.

HWT1346 (A. Wilson / M. Wilson)

That the direction given to staff in closed session be received and remain confidential.

**CARRIED**

9. **Other Business**

a) **Draft Financial Statements - 2022**

HWT1347 (A. Wilson / M. Wilson)

That the draft 2022 Financial Statements as received be approved.

**CARRIED**

10. **Next Meeting - Tuesday, February 13, 2024**

The next HWT Board meeting is scheduled for Tuesday, February 13, 2024.

12. **Adjournment**

The meeting adjourned at 9:40am.

C. Kroetsch, Chair  
Board of Trustees  
Hamilton Waterfront Trust

M. Cuthbert  
December 12, 2023