



Hamilton Farmers' Market Board of Directors

Meeting Minutes 4-14-2025

5:00 pm

Monday April 14th, 2025

Council Chambers, Hamilton City Hall

Directors Present: Councilor Cameron Kroetsch (Chair), Councilor Tammy Hwang, Anne Miller, Matthew LaRose, Laura Lukasik, Shane Coleman

Directors Absent: Amanda Reiser, Celina Masoudi

City Staff Present: Bill Slowka (Market Manager), Adam Watson (Senior Program Manager), Ray Kessler (Chief Corp. Real Estate Officer), Alexandra Morgan (Programming Coordinator), Terri Worrone (Administrative Clerk)

City Staff Absent:

Meeting Called to Order:

Meeting called to order at 5:02pm by Councilor Kroetsch.

1. Agenda Approval:

MOTION: To approve the agenda for April 14th, 2025 meeting of the Hamilton Farmers' Market Board of Directors.

(Lukasik/Hwang)

CARRIED

MOTION: To amend the agenda to add a discussion on staffing to the In Camera portion (Item 10) of the agenda.

(Hwang/Lukasik)

CARRIED

2. Elections

a) Vice-Chair: Nominations were requested for the Vice-Chair position. Shane Coleman nominated himself. No other nominations were put forward. The nomination was unanimously supported.

b) Treasurer: Nominations were requested for the Treasurer position. Councilor Tammy Hwang nominated herself. No other nominations put forward. The nomination was unanimously supported.

3. Declarations of Interest: None

4. Approval of HFM Board Meeting Minutes of March 3rd, 2025

MOTION: To approve the minutes.

(Hwang/LaRose)

CARRIED

5. Delegations: None

6. Items for Information:

Staff presented the following four reports:

- a)** Senior Program Manager and Market Manager's Report (Combined) – Adam Watson
- b)** Q1 HFM Foot Traffic Report – Adam Watson
- d)** Q1 Marketing Review & Q2 Update – Terri Worrone
- e)** Q1 Programming Review & Q2 Update – Alexandra Morgan

Motion: To receive the reports.

(Hwang/Coleman)

CARRIED

7. Items for Consideration

- a)** Governance Review Discussion – Ray Kessler

Staff provided a presentation on the HFM Governance Review. Discussion took place on the draft list of recommendations that will be submitted by the Board when the report is discussed by the Sole Voting Member meeting on May 14th.

Motion: To adopt the list of recommendations to be submitted to the Sole Voting Member.

(Lukasik/LaRose)

8. Motions: None

9. Notices of Motion: None

10. IN CAMERA - Private & Confidential - Market Staff Personnel Matters

Procedural motion to move into camera with only Directors, Adam Watson, Senior Program Manager, Ray Kessler, Contract Manager, and the Market Manager (as required). Discussion of Items in closed session are subject to the following requirement(s) of the Operating Agreement and the Ontario Municipal Act, 2001: A position, plan, procedure, criteria, or instruction to be applied to any negotiations by the HFMC; and personal matters about an identifiable individual.

MOTION: To move in camera.

(Hwang/Lukasik)

CARRIED

11. Adjournment

7:01pm

Next HFM Board Meeting: Monday, June 2nd, 2025, 5:00PM Council Chambers, City Hall

Councilor C. Kroetsch, Chair
Hamilton Farmers' Market Board of Directors