

**Date:** Thursday, February 3, 2022  
**Hosted by:** Niagara Region  
**Location:** Microsoft Teams  
**Meeting Chair:** Nicole Wolfe, Director of CE&FM, Niagara Region  
**Recorder:** Ava Morris, Administrative Assistant, Corporate Services, Niagara Region

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**Attendees:**

Eric D’Uva	UEM
Geoff Holman	City of Thorold
Councillor Kenny	City of Thorold
Matt Hill	Canada Summer Games
David Oakes	City of St. Catharines
Councillor Phillips	City of St. Catharines
Todd Harrison	Niagara Region

**Regrets:**

Ron Tripp	Niagara Region
David Schram	UEM
Doug Hamilton	Canada Summer Games
Mario D’Uva	Canada Summer Games
Tom Arkell	Canada Summer Games
Manoj Dilwaria	City of Thorold
Scott Johnstone	Brock University
Ken Noakes	Knowledge North Consulting

**1. Meeting Minutes**

January 21<sup>st</sup>, 2022 minutes approved as presented.

**2. Construction Update**

**2.1** The following construction updates were given:

- Final cleaning is ongoing
- Main doors have been installed
- Deficiency work has commenced
- Balancing activities are ongoing
- The AV processors should be on site in April 2022, the subcontractor is continuing to follow up with the manufacturer to see if there is anyway to better that date
  - It has no impact on the facility other than not having the built in PA system in two spaces

**2.2 Occupancy Update:**

- Aquicon was ready for occupancy on January 31<sup>st</sup>. However, the building inspector and fire prevention officer were not available until today.
- If all goes to plan, the occupancy inspection will be completed and issued by the end of the day

**3. Substantial Performance**

- Aquicon has submitted for substantial performance with their January draw to the architect on January 31<sup>st</sup>.
  - This draw is currently under review, expected to be complete today.
  - Some clarification questions were raised by the contract administration relating to the contract, the Region will be named on the Form 6
- As soon as this afternoon, the Form 6 certifying substantial completion could be issued
  - Substantial is defined by a dollar calculation and intended use of the building.
  - Aquicon has said they want occupancy with substantial so this may delay substantial by a day or so, it was noted that what is left for occupancy is very minor.
- The Region is in process for finalizing insurance for the building and site.
- Security measures will be put in place until the IO is on site.

**4. Change Order Summary**

See *Summary of Changes 49* document for full details and email back-up

**4.1** Change Order 209 – Encloses the exposed glycol piping/pipe trays in the arena 1 change rooms and north access corridor (the red piping on the underside of the stepped seating that goes to the in-floor heating) – Design Change – Urgent CO approved January 24, 2022

**4.2** Change Order 210 – Supply and install gym floor wood cover plates over the in-floor electrical boxes – Design Omission – Urgent CO approved January 26, 2022

**4.3** Change Order 211 – Supply and install a masonry bump-out in the north Arena 1 corridor as directed by the building inspector – Design Change-Inspector Directed

- It was requested that the Architects of an explanation from the mechanical designer as to why it was designed the way it was, and a better solution be brought forward if possible

Action	Who	Time Frame
UEM to follow up with Architects regarding CO 211 design and report back to the Consortium	Eric D’Uva	February 18, 2022

**5. Concerns with Accessibility**

- During a walkthrough, some concerns were raised that the building was not in compliance with the Facility Accessibility Design Standards (FADS).
  - The Region is following up with the architect to confirm what their sign off was as well as having one of their accessibility staff review the drawings

Action	Who	Time Frame
The Region to provide an update on the status of these accessibility concerns at the next meeting	Nicole Wolfe	February 18, 2022

**6. New Business**

**6.1** Staff have identified some concern with finishes during tours over the past few weeks. Region is reviewing and will address with contractor as suitable.

**6.2** Host move in: Earliest move in would be in 2 weeks – IO needs to be on site and will need at least 1 week to set up contracts, etc.

**6.3 Public Tours**

Idea is to have some organized tours for the community either by the IO, the partnership with the Host, or volunteers. Need to get the Councils from the Region, Brock, Thorold, and St. Catharines in before the public starts to go through. This is being coordinated through the management and operations group.

**Adjournment: 10:15 AM**

**Next meeting: February 18<sup>th</sup>, 2022 – Microsoft Teams**