



<b>MINUTES</b> <b>CGP Consortium</b> <b>Meeting</b>
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**Date:** Friday, June 11, 2021  
**Hosted by:** Niagara Region  
**Location:** Zoom  
**Meeting Chair:** Nicole Wolfe, Director of CE&FM, Niagara Region  
**Recorder:** Ava Morris, Administrative Assistant, Corporate Services, Niagara Region

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**Attendees:**

Ron Tripp	Niagara Region
Matt Hill	Canada Summer Games
Tom Arkell	Canada Summer Games
Mario D’Uva	Canada Summer Games
Eric D’Uva	UEM
David Schram	UEM
David Oakes	City of St. Catharines
Councillor Phillips	City of St. Catharines
Geoff Holman	City of Thorold
Councillor Kenny	City of Thorold
Scott Johnstone	Brock University
Ken Noakes	Knowledge North Consulting

**Regrets:**

Manoj Dilwaria	City of Thorold
Doug Hamilton	Canada Summer Games

**Guests:**

Matt Lamers	MJMA
Dan Kronby	MJMA
Brad Augustine	Raimondo & Associates

**1. Gymnasium Lines Layout**

Matt Lamers gave a presentation on the gymnasium lines layout, see CSG Game Lines pdf for full details on the Gymnasium game lines plan. These gym lines follow Brock standards, which mirror international standards and accommodate basketball, volleyball and badminton/pickleball. The gymnasium will have a maple floor with a grey wash outskirt with each court having its own colour set to be easily distinguished. Floor Logo is available for sponsorship use – might be better as temporary decals as the multi use nature of the courts would be difficult with permanent logos.

The Consortium agreed that volleyball anchors be installed in the centre court to entice community use. Since the floor is not going in until August, there is time for comments and adjustments, but it is currently tracking on time.

Questions around the potential instability of the basketball stanchions; finish on flooring; suitability of centre court layout for parasports.

<b>Action</b>	<b>Person</b>	<b>Time Frame</b>
Matt Hill to gather model specifications on the stanchions acquired for the gymnasium and forward them to Matt Lamers so he can coordinate the basketball moveable pins	Matt Hill	June 25
Matt Lamers to find out whether the whitewashes on the floor are factory applied or not and provide Nicole Wolfe with the answer	Matt Lamers	June 18
Matt Lamers to outline the work schedule and provide the group with the deadline for comments regarding the floor	Matt Lamers	June 18
Scott Johnstone to circulate this pdf document to the Brock team to review the final diagram	Scott Johnstone	June 25
Matt Hill to bring the gymnasium lines layout to the appropriate NSO/NSF groups for review and sign off	Matt Hill	June 25
Matt Lamers and Matt Hill to confirm that the accessible sport lines match up with the international standards used to design this layout	Matt Lamers	June 15
Matt Lamers to issue CO for additional volleyball anchors	Matt Lamers	End of June

**2. Construction Update – Eric D’Uva**

Deferred to next meeting

**3. Change Summary – Eric D’Uva**

See Summary of Changes document for full details

Change orders approved:

- 3.1** Change Order 154 – Design Change - Supply and Installation of six rainwater leader brackets in the arena 1 concourse
- 3.2** Change Order 155 – Owner Requested - Supply and install approximately 140 feet of steel channel to the existing balusters

**3.3** Change Order 156 – Owner Requested on behalf of Brock – modifications to the cabling requirements for the Brock Security poles in the West parking lot

**3.4** Change Order 157 – Design Change - Revise the balustrade backing material at the indoor running track

Action	Person	Time Frame
Eric to note that Change Order 146 is a Brock cost on the change order summary	Eric D’Uva	Immediately

**4. Change Directive 6 Update – Eric D’Uva**

See Change directive 6 Update – Memo document for full details. New key plan included to show what reviews and work have been completed since this memo was prepared. The cost so far has been \$650,000 drawn against this work (this number is still under review). Completion date has yet to be determined, there is a rough estimate of 4 to 6 weeks before the review is complete.

**5. Roofing Membrane – Eric D’Uva**

See Roofing Membrane Repair Memo for full details. Recommended repair program due to extensive delamination and bubbling on roof. No cost to the consortium, and it will not affect the scheduled competition date. This repair program includes an expanded warranty over what was outlined in the base contract. Proposal is under review by the consultant team, expected to be approved by the end of day today (June 11th).

Action	Person	Time Frame
Eric will update the Consortium with the new memo and formal warranties/letters	Eric D’Uva	June 25

**6. Landscape Warranty – Eric D’Uva**

Landscape Warranties and Maintenance Summary table was provided, see the document for full details. Certain warranties and maintenance provided in the contract have been revised and some eliminated through the value engineering process.

**7. Internet service provider – Nicole Wolfe / Eric D’Uva**

An internet provider still needs to be formally selected, there was agreement in the Consortium working group to choose NRBN. The contract with NRBN needs to be established sooner rather than later with all details noted.

**8. Furniture selection – Nicole Wolfe**

Topic deferred to the supplementary Cost Analysis meeting

Action	Person	Time Frame
Ava to set up Furniture Cost Analysis meeting for the week of June 28th	Ava Morris	June 28

**9. Wayfinding Comments - Matt Lamers/ Matt H**

Matt Lamers reviewed the wayfinding comments document where each concern was acknowledged and responded to, see the CGP Signage Questions\_MJMA Response pdf for full details. Comments accepted by the Consortium.

Discussion surrounding the pylon signs and two additional outdoor signs:

Matt L presented the location of the signs, Scott J asked for the coordination of dual signage for the pylon sign as this is Brock’s third campus entrance. It has not been decided yet what logos will be displayed on these exterior pylon signs, waiting for sponsorship confirmation. The Consortium agreed upon including the two additional outdoor signage.

Action	Person	Time Frame
Matt H to obtain quote from SpeedPro for two exterior signs	Matt Hill	June 25
Nicole Wolfe to forward the sign designs to Planning for review against Region Master Plan for Brock District.	Nicole Wolfe	June 25

**10. Outdoor Lighting Email - former supplier inquiring about possible inclusion**

Deferred to next meeting

**11. New Business**

**11.1** David Oakes – with potential re-opening, it is important to get into the building and see the progress.

Action	Person	Time Frame
Eric to work with the contractor to arrange visits for the Consortium in groups of 5-10	Eric D’Uva	June 25

**11.2** Councillor Phillips noted that an Operator will need to be hired for the site soon. Nicole Wolfe advised that a draft RFP has been created.

**Adjournment: 10:04 AM**

**Next meeting: June 25, 2021 – via Zoom**