

# CGP CONSORTIUM - MANAGEMENT COMMITTEE MEETING MINUTES

**Date:** Wednesday, September 8, 2021  
**Hosted by:** Niagara Region  
**Location:** Zoom  
**Meeting Chair:** Ron Tripp, CAO, Niagara Region  
**Recorder:** Kathy Beach, Executive Assistant, Corporate Services, Niagara Region

**Attendees:**

Todd Harrison Niagara Region  
David Oakes City of St. Catharines  
Scott Johnstone Brock University  
Geoff Holman City of Thorold  
Manoj Dilwaria City of Thorold

**Guests:** Nicole Wolfe, Niagara Region  
Bart Menage, Niagara Region

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**1. Adoption of Agenda – Approved**

**2. Approval of Minutes – August 25, 2021 – Approved**

**3. A) Independent Operator RFP**

Bart Menage provided an update on the status of the Independent Operator RFP, including the following items and next steps to note:

- a. Bids closing at 2:00pm September 8 (with 3 bidders registered so far);
- b. Evaluation Committee will complete their evaluations by end of week; and
- c. Scores will be sent to Kristine Richardson followed by a consensus meeting on Monday.

**B) CSG Construction Update**

Nicole Wolfe provided a construction update to the team, including the following:

- a. On-site construction activity has kicked up since last month;
- b. Substantial completion is still on target for December 1 however occupancy would likely be mid-December with the rinks ready to go;
- c. UEM have indicated there will be on-going interior and exterior work to correct deficiencies after December 1; and
- d. Full completion target date is January 26, 2022.

Action: The province is planning to be on-site in October, when perhaps we can dovetail on that meeting. Kathy to work (with Nicole) on organizing and scheduling that conversation with the provincial staff who are looking to complete the agreement.

## **C) Tenant Lease Coordination**

In response to Geoff's question to Nicole on the status of the Tenant Lease, Todd mentioned there is no change to the plan of CSG utilizing space at Brock temporarily until the games are over. The Host has not told us that there are any other leases.

## **D) CSG Park/Facility Insurance Requirements**

This item is an immediate need to be worked on, recognizing the insurance markets are so difficult right now. Since this committee is a partner of four, we want to get our insurance staff together to discuss as there are requirements to be fully insured before opening.

Action: Scott, Dave, Geoff or Manoj to send Todd the contact information of those who would be in charge of their insurance portfolios.

## **E) Lang Purchase Order Agreement Update**

- Ron provided a brief update confirming signatures have been received (Ron to sign and send back to Dave).
- Ron also attended the coordinating meeting where related to this, there continues to be issues between the CSG staff and the host regarding naming. We will need to reconvene with the host who is standing firm to fulfill their obligations. Although the actual fundraising for capital was transitioned to the Consortium, there are obligations in our agreements with the province and CSG to seek their approval for these naming opportunities as well. We still need to resolve this outstanding one with Walkers on the building. First step is to sit down with the host and strategize on how we bring forward. As Lang continues their work and closing deals, we have a sponsorship committee, this management committee and the Region which also has an obligation to run things past the coordinating committee to make sure it meets their requirements as well.

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### Recommendations:

1. Todd recommended inviting Lang to the next meeting where they can provide an update on their progress to date.

Agreed to by consensus.

Action: Kathy to invite Lang to the next meeting.

2. Regarding signing the agreement, Dave recommended printing four hard copies of the final agreement to be signed by all (rather than electronic signatures).

Agreed to by consensus.

Action: Dave will coordinate signatures by sending four original copies of the agreement out to all by courier. Each member will sign all four copies.

**Next meeting:      Wednesday, September 15, 2021**