

CGP CONSORTIUM - MANAGEMENT COMMITTEE MEETING MINUTES

Date: Wednesday, August 25, 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

Regrets:

1. Adoption of Agenda – Approved

2. Approval of Minutes – August 4, 2021 – Approved

3. A) Lang Purchase Order Agreement

- i. This copy of the signed agreement on the Lang side is the same agreement that was seen previously. They did have a few questions but they signed off on what we agreed to.

Next step: Consortium Management Committee to sign the agreement and send to Ron with copies to each member.

Agreed to by consensus.

- ii. Discussion on which items have been sold to date. Currently, the only confirmed is Walker. Wendy and Mike are copying the Consortium Management team on sponsorship lists. They have agreed to attend these meetings when necessary.

Recommendation: Attach any Sponsorship Committee items to this agenda as a discussion point and update.

Agreed to by consensus.

- iii. Discussion regarding central repository for Canada Games Park documents.

Recommendation: All documents will be held in central location at Niagara Region.
Kathy to manage.

Agreed to by consensus.

- iv. Noted: Ken Noakes is associated with the efforts of the Lang work but nothing else including the RFP and the Independent Operator process.

B) Independent Operator RFP

- i. Once the RFP has been awarded, we will need to establish a bank account and secure legal services (whether external third party legal counsel agreed by all or the Region).

Recommendation: Niagara Region Procurement (Bart and Kristine) will compile the list of questions for Ron to review and reconvene with the group as needed in an expedited manner.

Agreed to by consensus.

- ii. Update from Todd: RFP is coming along with roughly 4 bidders expected to participate. Niagara Region Procurement team have received questions without any real issues.

Recommendation: Niagara Region (Legal) to take the lead and develop the agreement between the Consortium and the winner of the RFP. This agreement would then be shared and independently reviewed by each Consortium Management team member's legal team for final approval.

Agreed to by consensus.

- iii. Venue Use Agreement: The agreement was circulated to the Consortium Management Committee. Comments are required by this team to move forward. Secondly, how do we want to approach negotiations with Canada Summer Games?

Recommendations:

- 1) Comments to be received by end of next week. Kathy to send a reminder on Monday.
- 2) Niagara Region (Ron and Todd) to handle the negotiations and report back to the Consortium Management Committee team.

Agreed to by consensus.

C) Tenant Lease Coordination

Update from Ron: Have not heard back from the host regarding the list of people he's talked to. As part of the list of administrative elements, Brian Wilson wants to ensure there is an agreement with Brock for their Wellness Centre.

D) Other

Ken Noakes: Ken Noakes has indicated he is likely going to offer his services to one or more of the operators that might come out of the RFP. **It was noted by the Committee that Ken was removed from the RFP process at the beginning in order to avoid any real or perceived conflict. The RFP process was entirely developed and directed by the Consortium Coordinating and Management Committees.** In order to protect him and our process, the question was asked if we should cut ties with Ken.

Recommendation: Ron, Todd and Dave have a meeting with Ken early next week to discuss. Follow-up discussion at the next meeting.

Agreed to by consensus.

Next meeting: Wednesday, September 1, 2021