

CGP CONSORTIUM - MANAGEMENT COMMITTEE MEETING MINUTES

Page | 1

Date: Wednesday, June 15, 2022
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
Scott Johnstone Brock University
Manoj Dilwaria City of Thorold
Geoff Holman City of Thorold
David Oakes City of St. Catharines

Guests:

Jeff Dixon Meridian Centre

Regrets:

Lara Verdone Canada Games Park

1. Adoption of Agenda – Approved

2. Approval of Minutes – June 1, 2022 – Approved

3. Business:

- a. Landscape Completion and Grounds Maintenance Complaints (G. Holman)

A concern was raised in regards to grass and weeds at Canada Games Park. Todd replied that there was a mix-up in communication with Aquicon. The problem has been rectified and appropriate maintenance has been scheduled going forward.

- b. Liquor License/Alcohol Sales Approval (G. Holman)

Thorold Council had questions around the approval process of the liquor license and alcohol sales at the facility, and the difference between a special events permit and a liquor license.

CGP CONSORTIUM - MANAGEMENT COMMITTEE MEETING MINUTES

Jeff confirmed they currently hold a “Catering License” as they do not know what the end vision of the café and the food service is. They are currently running a test phase to see what the needs and wants are, as well as the financial implications.

This Catering License was extended to Canada Games Park from the Meridian Centre license (ASM Global) as approved by the AGCO and the City of St. Catharines.

Jeff noted they are currently gathering data from SOP (special events) to provide options to the consortium partners for future long-term use in that space.

Action:

Jeff will put Geoff in touch with the Food and Beverage Manager who can provide further details.

c. Site Servicing Easements/Asset Transfer (Brock/CGHS) (G. Holman)

Geoff mentioned Canada Games would like to transfer the assets of the sanitary sewer to the city. The inspection passed, and we negotiated to include the top coat of asphalt in the asphalt contract.

Follow-up is also required regarding servicing that extends onto Flora Egerter Way, which will become under the ownership of the city.

Scott noted the agreement is ready, and that he is waiting for a survey from Hydro One which is still outstanding on their easement.

Action:

Scott will send the agreement to Geoff.

d. Merrittville Hwy Name Change Update (T. Harrison)

Todd confirmed that Google Maps has updated the Merrittville Hwy name change and that Canada Post has advised the official mailing address will be a PO Box.

Ron also confirmed that the Transportation staff would proceed with installing the new signs.

Action:

Todd will communicate this information to the Host.

CGP CONSORTIUM - MANAGEMENT COMMITTEE MEETING MINUTES

- e. Definition of Games Test Event (J. Dixon)

Jeff mentioned they are conducting a few test events. The Venue Use Agreement shows they can recover some of the additional costs incurred to execute these events. The Host advised they cannot and that it should be completely free. Discussion ensued regarding the definition or spirit of games test event.

Action:

Jeff will reach out to Brian Wilson, Niagara Region, for clarity on the interpretation of the clause.

4. Updates:

- a. Independent Operator (IO) Transition (J. Dixon)

Jeff noted the following:

- Staffing Update:
 - Lara is on medical leave for a few weeks. Jeff will be the day-to-day point contact person during her absence.
 - Full-time staff hiring is complete except for one position.
- Operations are up and running and going well at the facility.
- Partner and sponsorship transitions have also been going well, including venue use requests, which are being reviewed and assigned at an operational level with consideration of minimal impact to other partners and sponsors.
- Canada Games continue full preparation of the upcoming games.

Other:

1. Dry Floor Rates Update (R. Tripp)

Todd confirmed the dry floor rates have been finalized.

Action:

Jeff will provide a rate strategy plan, prepared by their utilization group, to the consortium at a later date.

CGP CONSORTIUM - MANAGEMENT COMMITTEE MEETING MINUTES

2. VP Administration – Brock University

(S. Johnstone)

Scott noted Ken Chan, VP Administration at Brock University has expressed interest in the Canada Games Park file. Scott reminded the team that this consortium management committee is meant for CAOs and VPAs to attend.

Recommendation:

Invitation will be sent to Ken to attend a scheduled meeting the Region has with Brock the week of June 27th to discuss some outstanding issues. Ken will also be invited to the consortium management committee meetings as needed.

Agreed to by consensus.

Next meeting: Wednesday, June 29, 2022