

CGP CONSORTIUM - MANAGEMENT COMMITTEE MEETING MINUTES

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Date: Wednesday, March 30, 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
Geoff Holman City of Thorold
Manoj Dilwaria City of Thorold
David Oakes City of St. Catharines

Guests:

Jeff Dixon Meridian Centre

Regrets:

Brian Wilson Niagara Region

1. Adoption of Agenda – Approved

2. Approval of Minutes – March 23, 2022 – Approved

3. Business –

- a. Acknowledgement and Direction Agreement re: Sponsorship with the Management Committee (T. Harrison)

A brief discussion ensued regarding a few small items to finalize the agreement. Dave also noted the spelling of St. Catharines will need to be corrected.

Recommendation:

The agreement will be revised as discussed and sent to the consortium partners for final sign-off.

Agreed to by consensus.

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- b. Grand Opening (T. Harrison)

Todd confirmed the date of the Grand Opening is set for April 22.

4. Updates

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

Ron noted the official name of the complex is the Walker Sports and Ability Centre at Canada Games Park.

Jeff noted the following:

- Banking -
Currently working with St. Catharines and Scotiabank to set up the operating bank account for Canada Games Park. Timelines are based on the required signatures from the consortium partners.
- Budget –
Draft 2022 Operating Budget will be submitted with Operating Capital Equipment Budget by Friday, April 1.
- Ice -
A schedule has been developed to build ice in both rinks starting the week of April 4. This will allow enough time to test the ice plant, remove ice and paint lacrosse lines to meet the May 2nd target for lacrosse.
- User Group Allocations –
ASM has met with Thorold, St. Catharines staff and is scheduled to meet with Brock to discuss future venue usage for their specific user groups. ASM is suggesting to create an ice utilization committee with the three consortium partners.

Also, due to ASM receiving inquiries for regular, non-ice usage of the venue, ASM is requesting a working group to assist in creating the venue allocations priorities (including rates) to ensure we are aligning the utilization priorities with the goals of the consortium and legacy of the facility.

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- Staffing –
Hiring has started with full time positions posted for Events Coordinator, Finance Coordinator and Marketing Coordinator. The Operations Manager starts the beginning of April.

Other:

1. Ron noted he has a meeting set with Lang Partnerships and Nicole Menard to review delivery and get a more fulsome understanding as to the status of all sponsorship signage.
2. Geoff reminded the group that all agreements must be made accessible to the public on a website. Todd confirmed all final, executed agreements are housed at the Niagara Region Headquarters.

Action:

Niagara Region will compile a list of all final agreements and sent to the consortium partners.

Next meeting: Wednesday, April 6, 2022