

CGP CONSORTIUM - MANAGEMENT COMMITTEE MEETING MINUTES

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Date: Wednesday, March 9, 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
David Oakes City of St. Catharines

Guests:

Jeff Dixon Meridian Centre

Regrets:

Manoj Dilwaria City of Thorold
Wendy Kane Lang Partnerships
Gary Comerford Member of CGP Sponsorship Committee and Liaison to CGP Consortium
Management Committee

1. Adoption of Agenda – Approved

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

3. Business –

a. Closed Session - Sponsorship Committee Update

Update to be provided at the consortium meeting on Wednesday, March 23, 2022.

b. Lang Letter of Engagement (D. Oakes)

Dave circulated the letter of engagement received from Lang Partnership listing the terms to engage Wendy Dueck as an independent contractor working on the community sponsorship phase of the fundraising.

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Dave noted approval is required from the consortium for disbursements and expenses that are entitled to, and which are included in the contract language. As part of that agreement, the consortium will need to sign off and agree to the types of expenses being claimed (approximate \$6,000 - \$8,000 total).

Recommendation:

Consortium approves the allocation of payments for disbursements and expenses as noted in the letter of engagement.

Agreed to by consensus.

c. Grand Opening Timing (T. Harrison)

Todd noted there would not be a Grand Opening until the major deficiencies (including the floor) are complete. The group will reconvene next week to pick the date, which would likely be in 4 – 7 weeks.

4. Updates

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

Jeff noted the following:

- Contractors are working around the clock to finish construction with a push to complete in time for the grand opening.
- The IO will have an introductory meeting with the Lang next week.
- Any events being considered should be shared directly with the IO for planning purposes.
- The Host started moving into the building yesterday. The IO is dealing with some electrical challenges and various deficiencies in some areas.
- The floor is progressing nicely with constant sanding and prep work; and are working around the clock.
- The IO has had conversations with the local lacrosse leagues hearing their requirements for use in April. The biggest challenges include the lacrosse floor not being ordered yet, as well as no lines on the floor that can be used. Further updates to follow.

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- Banking: A bank account will need to be set up as soon as possible for payroll and other financial items. There is a meeting currently set for Monday to discuss.

b. Venue Use Agreement (VUA) – Finalization of Agreement (T. Harrison)

Todd noted the Venue Use Agreement (VUA) is now finalized and has been executed.

Next meeting: Wednesday, March 23, 2022