

# CGP CONSORTIUM - MANAGEMENT COMMITTEE MEETING MINUTES

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**Date:** Wednesday, May 4, 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  
Lara Verdone Meridian Centre  
Brian Wilson Niagara Region

## **Regrets:**

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

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### **1. Adoption of Agenda – Approved**

### **2. Approval of Minutes – April 20, 2022 – Approved**

### **3. Business:**

#### **a. Closed Session - Sponsorship Committee Update**

Update to be provided at the consortium meeting on Wednesday, May 11, 2022.

#### **b. Para Sport Games Support Letter (T. Harrison)**

Todd shared a request letter forwarded by the host, in support of the Penguins' application of the 2025 Para Sport Games.

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Recommendation:

Use this letter as a template response for ASM to use for future requests.

Agreed to by consensus.

c. Legacy Discussion with Host (Consortium Approach) (T. Harrison)

Todd noted the host is trying to leverage the short-term need for ASM to get access to their sports equipment (ie. lacrosse scoreboard, etc) in the period of time leading up to the games, with a longer-term agreement with the consortium team for the use of that equipment.

Jeff added the importance of having a short-term agreement in place as it is required for utilization planning.

Actions:

1. Jeff to keep a running inventory of what the host is referencing for the group to manage.
2. Ron to email the host to propose a meeting with all partners for Monday, May 9. An agenda and supporting documents will be prepared and circulated once the meeting is scheduled.
3. The team will regroup prior to the above-mentioned meeting with the host.

d. Sponsorship Media Announcements (R. Tripp)

As a follow up to Wendy's email relative to sponsorship announcements and its processes, Ron led a discussion on the proposed approach and media release reviews and approvals.

Recommendation:

Approve proposed process from sponsorship committee, and ensuring all partners and their respective communications staff are included.

Agreed to by consensus.

#### 4. Updates:

a. Independent Operator (IO) Transition

Jeff noted the following:

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- Hammer Cage Update –

Jeff noted they had to postpone some work on the track due to possible construction for a second hammer cage.

Todd provided an update and indicated there is a change order of \$30,000 for the sleeve footings and the sleeves, with room in the Aquicon contract to cover this cost. He also indicated the host is responsible for getting the cage.

Action:

Todd will meet to discuss and confirm with Nicole Wolfe, Jeff and Lara, with a follow-up to the team.

### 5. Other:

1. Brock Wellness Centre –

Todd noted a separate meeting to discuss the Brock Wellness Centre costs will be set for a future date.

2. Floor Rates –

Ron indicated a full discussion on floor rates will be held at the next consortium meeting on May 11.

**Next meeting:      Wednesday, May 11, 2022**