



2024 Annual Report

SPRINGWATER SPORTS HERITAGE

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Cover Page

The 2024 Annual Report cover page celebrates Springwater Sports Heritage's 10th Anniversary and its 2024 Induction. The selection of the five Provincial Championship Crests recognizes the extraordinary achievements of the 1974 to 1980 Minesing Dynasty Fastball Teams. These teams achieved the remarkable feat of winning five Provincial Championships during their formative ball careers, underscoring and featuring the exceptional quality of all the 2024 Inductees

2024 Annual Report

As highlighted in previous annual reports, Springwater Sports Heritage (SSH) is pleased to document its activities. This practice aligns with our belief in the importance of promoting and preserving our heritage.

It's hoped that you find the material informative and consistent with our established purpose. Any feedback will be seen as constructive and supportive.

Board and Governance

SSH's Directors and Ex Officio Members make up the "Board" and play a critical role in the governance and oversight of SSH. The Board's primary responsibilities include setting strategic direction, ensuring financial stability, establishing policies, and providing indispensable leadership.

Acting as trustees, the Board's role is to ensure that SSH operates ethically, legally, and in alignment with its vision, values, mission, and objectives. Through their guidance and support, the Board helps ensure the success and strategic direction of SSH.



The degree of a Board's self-governance varies with the uniqueness of each organization. At present SSH's Constitution and governance is weighted towards an elevated degree of self-governance. An ad hoc strategic planning committee is currently preparing a strategic plan for the SSH's Board consideration. Governance is being reviewed and will be part of what the ad hoc committee will present to the Board for their analysis, recommendations and approval.

As SSH has evolved its goal of establishing official governance parameters, documents and practices have been materializing. It seems reasonable, at this seemingly positive state of development, to conclude that the dutiful activity of Board Members over the past decade have establish a well-founded base to move forward on. As a result of this achievement, the Board can now shift from a design and building stage to one focused on its validated insights. This pivot will support a more coherent and focused vision, strategic direction, and oversight.

Throughout 2024 the Board observed that established practices and procedures was successfully guiding two active SSH committees (i.e. Executive and Induction). With confidence the Board was able to taper its formal involvement to two Board meetings (February 5, April 29) and maintain its oversight through Board related communications and updates. This shift moved the Board's modus operandi closer to a desired strategic model.

As SSH continues to evolve its expected further separation of governance and practice between the three key areas of Strategic, Tactical and Operational should transpire. Ardent and astute succession planning and aligned hierarchal objectives and responsibilities will be required and should be reflected in the framework of SSH's Strategic Plan.

SSH is in good hands. Appreciation for the Board's participation and guidance cannot be overstated. Past and future success of SSH was and will be a reflection of the Board's wisdom and guidance.

2024 Induction

Once again, SSH's Induction Ceremony delivered an outstanding event. It perfectly matched the exceptional quality of the Inductees. It not only attests to but also reflects the Inductees high standards.

2024 Annual Report

Springwater Sports Heritage

The following are a few photos of the evening's activities. For more, visit our website's [Event & Inductions 2024 Induction Gallery](#).



Induction Chairperson
Barb Maw



Inaugural Special Olympic
Inductee, Treavor Knight &
nominator Angela Kirton



Mayor
Jennifer Coughlin
74/75 Juvenile Jacket



Emcee, Dan Clement



Board Members (L-R)
Carl Luoma, Monique Kovacs, Darrin Robertson,
Phil Fisher & Faye Stone



Five time Ontario Provincial Champions
Alan Priest, John Adam & Dale Giffen



Sponsor Stage Signage

Livestreaming

An exciting first for SSH took place this year. SSH was able to arrange the ceremony to be livestreamed with a video partner Upsight & Sound. The anecdotal and informal feedback we have received has been very positive.

Coincidentally, it appears the livestreaming audience for the Induction included a broader range of participants than expected. We might have anticipated only those with certain technical skills and interests to tune in, but findings to date reflect that the event possibly attracted a more diverse group with varying levels of expertise and interest.

It's valuable to know that livestreaming can serve as a platform for individuals with different backgrounds to join in and learn about our Inductees, Inductions and heritage aspirations. If this is true it could lead to unanticipated and enriched associations. It's a great reminder of how inclusive and far-reaching such occasions can be.

Further investigation and consideration will be given to this option for the 2026 Induction Ceremony.

Additional expenditures were required but a significant improvement in the quality of both visual and sound was realized. From the livestreamed material each Inductee's video material was replicated and added to their personal website profile. It's also important to note the improved quality and professionalism of the material.

In addition to livestreaming post event views through YouTube has been active. The following provides some early albeit limited metrics.

| 2024 INDUCTION LIVE STREAMING METRICS (prepared by Carter Gelinas, Upsight & Sound) | |
|--|--|
| Live Time | <ul style="list-style-type: none">• 3 hours and 15 minutes |
| Watch Time | <ul style="list-style-type: none">• 14 hours and 16 minutes total |
| Peak Viewers | <ul style="list-style-type: none">• Peaked at 36 viewers• Averaged 26 viewers• Peaks at 1:45:00 & 1:52:00 |
| Views | <ul style="list-style-type: none">• No total for different viewers while live• Number of views since published as a video<ul style="list-style-type: none">○ 404 total views○ 246 first 7 days○ 320 first 14 days |

2023 Retrospective Follow-Up

As a follow-up to the March 6, 2023 Retrospective Meeting an Ad Hoc Strategic Planning Committee was formed to create a Draft Strategic Plan for the Board's consideration. The committee's first meeting was on October 30, 2023. See the following Strategic Plan section for further details of the Ad Hoc Committee's activity.

Strategic Plan



March 6, 2023: 28 interested persons joined a SSH retrospective meeting

Throughout the initial months of 2024, the Strategic Plan Ad Hoc Committee diligently continued its work, remaining dedicated to formulating a comprehensive mid-to long-term Strategic Plan. In June, the Committee paused their efforts and focussed on the 2024 Induction activities.

From October 2023 to June 2024, the Committee convened nine times. View their meeting [minutes](#) on SSH's website.

The Committee is now prepared to share their findings with the Board. Following this initial review, with the Board, it's expected the Committee will reconvene and incorporate the Board's recommendations to prepare a final draft to be reviewed, amended as appropriate and then approved.

The process followed by the Committee itself was strategic. The following provides a summary of how the task was tackled.

1. Where are we???

The March 2023 Retrospective served as a point of departure and an inspiring stimulus to explore and analyze what the ten years of development and growth has created and where SSH is heading.

It was exciting and rewarding to take this pause and seriously reflect on SSH's achievements. Examining them with a critical and inquisitive eye

was fulfilling and often triggered pleasant memories. It was also a cheerful reminder of some things that had faded away or even forgotten.

Key areas examined and analyzed

- Vision, values, mission statements
- Governance
- Highlights and achievements
- Financial health/procedures
- Pursuits
- Internal/external considerations
- Partnerships
- Technology utilization/ opportunities

2. Where to go???

As the existing conditions were being addressed, consideration was being given to the next phase. The following questions and thoughts provided discussion and direction, and will be incorporated into the Strategic Plan

- What should cease/remain
- What could/should change
- Value achieved/cost
- New possibilities
- Potential actions

3. Action steps

At present, the next step will be to review the findings to consolidate, categorize, and prioritize potential opportunities. This will provide clarity, reveal interrelationships, and assist in decision-making. It's imperative to keep sight of the big picture while conceiving a list that is credible, achievable, mission-focused, with high-impact actions. Given the plethora of ideas and exciting opportunities, one of the difficulties will be deciding what not to do at this stage. A likely path to followed may be the following:

- Consolidate/categorize findings
- Prioritize
- Reduce to what's impactful/manageable
- Prepare a clear, concise and well articulated Plan

Committees

In 2023 SSH paused its Standing Committees pending the approval and commencement of direction resulting from the pending Strategic Plan and any changes to governance. The following two Committees are currently active and dealing with SSH operational issues to ensure day-to-day responsibilities are met.

Executive Committee

The Executive Committee was very active, throughout 2024, maintaining and acting on SSH's tactical and operational needs. Future expectations and responsibilities of the Executive Committee will be guided by the Strategic Plan.

As in 2023, it remains a serious concern that SSH does not have a much-needed Vice Chairperson. The position is a vital requirement for the Board, Executive Committee and SSH's administrative succession. If SSH is to continue as planned it is imperative that a Vice Chairperson be established and commence the development and preparation necessary to lead SSH forward.

Induction Committee

Overseeing one of SSH's most valuable aspects, the Induction Committee is primary and essential to SSH. The biennial Induction Ceremony, the highest-profile event of SSH, is managed by the Induction Committee. They are responsible for all activities related to the Hall of Fame Induction, with their workload spread across a two-year cycle and peaking during the five/six months leading up to the Induction Ceremony.

Earlier in the report the 2024 Induction section briefly covered the results of the 2024 Committee's achievements. It's important to note the Committee has completed a post 2024 Induction assessment ([January 21, 2025 Induction Committee Minutes](#)) and identified areas that will change or be considered further for the 2026 Induction.

SSH very much appreciates the work of the Committee and in particular the leadership provided by Chairperson Barb Maw and Vice Chairperson Carl Luoma.

Financial

Given that 2024 was an Induction year the financial activity in 2024 was much higher than a non-Induction year. The decision to undertake a one-time increase in the number Inductees also added to the financial activity.

The on-line purchase of the Induction tickets once again provided an appreciated convenience for attendees and assisted SSH with its ability to monitor the process in real-time. The Township generated reports of ticket sales and financial statements could be cross referenced to provide addition monitoring of the process and accuracy of reports.

Statements and Budget

Please refer to the following Appendices for further detailed information:

[APPENDIX A](#) SSH's 2024 Financial Statement

[APPENDIX B](#) Township's 2024 Trial Balance

[APPENDIX C](#) 2022-2024 Induction Financial Comparison

[APPENDIX D](#) SSH's 2025 Budget

The financial information presents the obvious net fiscal loss primarily within the Induction account. In past Induction years a significant positive net gain contributed to SSH's reserves and supported activity in the non-induction years.

In 2024, one-time expenditures, the addition of higher quality video, and our venture into livestreaming contributed to increased costs. This shortfall must and will be addressed to ensure SSH returns to generating net gains while continuing to support our vision.

SSH remains very pleased with the Township financial personnel and the support they provide to ensure all of our financial matters are appropriately administered. Thanks to SSH's Secretary/Treasurer Faye Stone, for her work with SSH's financial activity and responsibilities.

Website

The success of the 2023 website redesign remains a positive action taken by the Board. Website increased usage and feedback continues to reflect the value of this strategic move.

It's important to remember SSH is a virtual organization and the website remains SSH's essence. It is designed to possess and display all of SSH's assets/content. With the new look and ease of use the extensive digital content can easily be accessed, amended, enlarged and preserved. As SSH grows so does the website.

See [APPENDIX E](#) for the 2024 website usage and [APPENDIX F](#) for a 2015 to 2024 website usage comparisons. The major increase in website access in October of 2024 and the sustained number visiting over a six-month period must/will be evaluated.

Community Hub

Springwater Township's Community Hub, to be situated at 1132 Snow Valley Road, endeavours to offer a number of features designed to meet the diverse interests of residents and encourage a healthy, active lifestyle. SSH continues to be interested in becoming part of the project.

SSH's vision of having a "Bricks and Mortar" component remains and we continue to be committed to supporting our involvement in the highly anticipated Community Hub. SSH is ready to join in where and when our involvement can take place. During 2024 SSH was not called upon as the Township continued to gather further details and related supportive information as it deals with the inevitable decision-making process.

Summary current status

The following compilation of information offers an overview of the current progress towards the realization of the Community Hub.

- At a Regular Council Meeting on October 16, 2024, Dean Collver, Director of Recreation, Parks & Facilities presented his recommendation to award an Architectural & Engineering Services Project, to "Colliers Project Leaders", in the amount of \$193,530.08. (see [APPENDIX G](#))
- The Council discussed and referred (4-3 vote) back to staff, until February 2025, for further information on an alternative project (Craig Road) and estimated development charges over the next 2-5 years
- Additional information is not available at this time.

- Links to recent supportive information:
 - [Springwater Community Hub Proposal Letter – “Colliers Project Leaders”](#)
 - [Hasty Tract Community Hub Master Plan – “Weston Consulting”](#)
- The Community Hub Stage Gating process flow ([APPENDIX H](#))

10TH Anniversary

In addition to promoting 2024 as our 10th Anniversary Year SSH was able to join with Springwater Township as they highlighted their 30th year celebrations on September 14, 2024.

The Board Members assisted in the setup and interacted with the public during the festivities. With the use of our many valuable banners and a large TV screen, loaned from a local business, SSH was able display the images of all our Inductees and some of our heritage content.

These images below are a small sample of what we shared with the Celebration attendees.



The support and assistance provided by the Township and our Board Members was very helpful and appreciated.

Social Media

SSH continues to explore the opportunities, options, and cost benefits of a restored and revitalized social media presence. Our web developer, Brenda Stanley, is currently providing this service and is supported by Linda Belcourt of [North Simcoe Springwater News](#). Throughout 2024 and into 2025, SSH's social media activities have been expertly managed by Brenda Stanley's "[Heart of Business](#)" (HOB). This collaboration has resulted in the consistent production of high-quality weekly materials that effectively communicate our mission, values, and achievements to a wide and growing audience. This strategic use of social media has significantly enhanced our visibility and engagement, fostering stronger connections with our community and supporters.

We are immensely grateful for the professionalism and creativity of our partners, whose efforts have been instrumental in amplifying our voice and extending our reach. Their commitment to delivering timely and relevant content has played a crucial role in maintaining our organization's momentum and ensuring SSH's message resonates with those we aim to serve. The Board will be assessing the metrics gathered to determine the value of continuing with the project. At this stage, it appears to be supportive of our vision and objectives. Thank you for your continued support as we move forward.

2025 Objectives

SSH will maintain 'business as usual' until the Strategic Plan is completed, approved, and enacted. Once the Strategic Plan is approved, SSH will transition to its next phase. The importance of having an appropriate strategic plan in place is paramount, and the significance of selecting the right actions cannot be overstated.

Affiliates, Sponsors and Patrons

We extend our sincere gratitude to our valued sponsors, patrons, and affiliates for their unwavering support and vital contributions to SSH. Their dedication and generosity have been instrumental in enabling us to pursue our mission and achieve our goals. Their commitment to our cause not only

provides essential resources but also inspires us to strive for excellence. We are profoundly thankful for their partnerships, and we look forward to continuing our journey together, powered by their invaluable and considered support. Thank you for your continued backing and encouragement as we move forward.

The following represent associations and business that support SSH



Contact Information:

Mailing Address:

Springwater Sports Heritage
2231 Nursery Road
Minesing ON
L9X 1A8

Email Address:

info@springwatersportsheritage.ca

Website

www.springwatersportsheritage.ca

Kiosk

www.springwatersportsheritage.ca/kiosk1/

2024 Annual Report

Springwater Sports Heritage

Appendices

APPENDIX A

| 2024 FINANCIAL STATEMENT | | | | | | |
|---------------------------------------|--------------|-----------|-----------|----------|-------|------------|
| Springwater Sports Heritage | | | | | | |
| as of February 27, 2025 | | | | | | |
| | | INCOME | EXPENSE | TAX RTN | AR/AP | NET |
| BOARD | | | | | | |
| | TOTAL | 0.00 | 50.00 | 0.00 | 0.00 | -50.00 |
| INDUCTION | | | | | | |
| Venue | | | | | | |
| | Subtotal | 0.00 | 17,565.78 | 1,612.83 | 0.00 | -15,952.95 |
| Sponsorship | | | | | | |
| | Subtotal | 12,500.00 | 0.00 | 0.00 | 0.00 | 12,500.00 |
| Printing & Plaques | | | | | | |
| | Subtotal | 0.00 | 2,794.49 | 277.97 | 0.00 | -2,516.52 |
| Banners | | | | | | |
| | Subtotal | 0.00 | 1,276.90 | 127.01 | 0.00 | -1,149.89 |
| Alumni Pins | | | | | | |
| | Subtotal | 0.00 | 2,017.06 | 200.63 | 0.00 | -1,816.43 |
| Audio/Visuals | | | | | | |
| | Subtotal | 0.00 | 5,669.78 | 563.97 | 0.00 | -5,105.81 |
| Tickets | | | | | | |
| | Subtotal | 11,280.00 | 480.00 | 0.00 | 0.00 | 10,800.00 |
| Promotion | | | | | | |
| | Subtotal | 0.00 | 62.15 | 6.18 | 0.00 | -55.97 |
| | TOTAL | 23,780.00 | 29,866.16 | 2,788.59 | 0.00 | -3,297.57 |
| WEBSITE/KIOSK/SOCIAL MEDIA | | | | | | |
| | TOTAL | 0.00 | 4,919.15 | 489.34 | 0.00 | -4,429.81 |
| | GRAND TOTALS | 23,780.00 | 34,835.31 | 3,277.93 | 0.00 | -7,777.38 |
| Township Statement as of Feb 27, 2025 | | | | | | -7,777.38 |
| Reconciled | | | | | | 0.00 |
| YEAR | GAIN/LOSS | RESERVE | | | | |
| 2014 | 19,533.59 | 19,533.59 | | | | |
| 2015 | -2,396.74 | 17,136.85 | | | | |
| 2016 | 1,246.66 | 18,383.51 | | | | |
| 2017 | -1,490.55 | 16,892.96 | | | | |
| 2018 | 6,088.31 | 22,981.27 | | | | |
| 2019 | -4,897.10 | 18,084.17 | | | | |
| 2020 | -2,981.65 | 15,102.52 | | | | |
| 2021 | -3,227.67 | 11,874.85 | | | | |
| 2022 | 10,473.50 | 22,348.35 | | | | |
| 2023 | -5,354.82 | 16,993.53 | | | | |
| 2024 | -7,777.38 | 9,216.15 | | | | |

2024 Annual Report

Springwater Sports Heritage

APPENDIX B

| | | | | | | |
|--------------------------------|--|--------------------------|-------------------|-----------------------|------------------------|-----------------|
| System: 2025-02-27 10:38:28 AM | DETAILED TRIAL BALANCE FOR 2024 | | | | | Page: 1 |
| User Date: 2025-02-27 | Corporation of the Township of Springwater | | | | | User ID: ewhent |
| General Ledger | | | | | | |
| Ranges: | From: | To: | Subtotal By: | No Subtotals | Include: Posting, Unit | |
| Date: | 2024-01-01 | 2024-12-31 | Sorted By: | Fund | | |
| Account: | 1-550-031-421110 | | | | | |
| | | | | | | |
| | <u>Accounts</u> | <u>Beginning Balance</u> | <u>Net Change</u> | <u>Ending Balance</u> | <u>Debit</u> | |
| Grand Totals: | 6 | \$0.00 | \$7,777.38 | \$7,777.38 | \$34,237.38 | |
| | | | | | <u>Credit</u> | |
| | | | | | \$26,460.00 | |

APPENDIX C

| 2022/2024 INDUCTION FINANCIAL COMPARISON | | | |
|--|------------|------------|------------|
| Springwater Sports Heritage | | | |
| as of February 27, 2025 | | | |
| | 2022 | 2024 | 2024-2022 |
| INDUCTION | | | |
| Sponsorship | 15,000.00 | 12,500.00 | -2,500.00 |
| Tickets | 10,200.00 | 10,800.00 | 600.00 |
| Venue | -12,782.87 | -15,952.95 | -3,170.08 |
| Printing & Plaques | -2,069.11 | -2,516.52 | -447.41 |
| Banners | -637.02 | -1,149.89 | -512.87 |
| Alumni Pins | 0.00 | -1,816.43 | -1,816.43 |
| Audio/Visuals | -915.84 | -5,105.81 | -4,189.97 |
| Promotion | 0.00 | -55.97 | -55.97 |
| TOTAL | 8,795.16 | -3,297.57 | -12,092.73 |

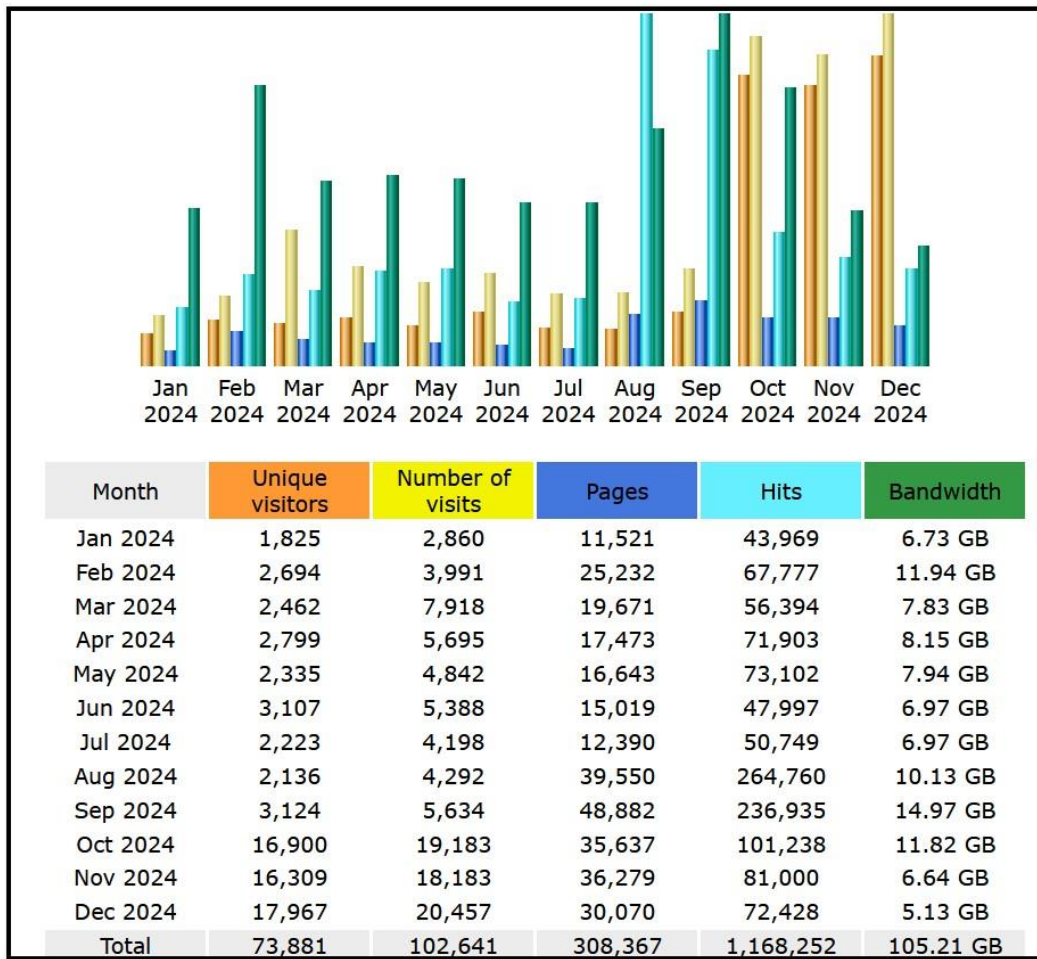
Note: 2022 Venue includes a \$1,300 deposit made in 2020

APPENDIX D

| 2025 BUDGET | | | | | | | | | | |
|-----------------------------|--------------|--------|-----------------|------------|---------|----------|-----------|-----------|-----------|--------|
| SPRINGWATER SPORTS HERITAGE | | | | | | | | | | |
| as of October 7, 2024 | | | | | | | | | | |
| | | Board | Active Elite | Facilities | Finance | Heritage | Induction | Promotion | Web/Kiosk | TOTALS |
| Revenue | | | | | | | | | | |
| | TV/Kiosk Ads | | | | | | | | | 0 |
| | Donations | | | | 5,000 | | | | | 5,000 |
| | Patrons | | | | | | | | | 0 |
| | Ticket Sales | | | | | | | | | 0 |
| Total Revenue | | 0 | 0 | 0 | 5,000 | 0 | 0 | 0 | 0 | 5,000 |
| Expense | | | | | | | | | | |
| | Displays | 500 | | | | | | | | 500 |
| | Web/Kiosk | | | | | | | | 4,000 | 4,000 |
| | Social Media | | | | | | | 2,000 | | 2,000 |
| | Venue | | | | | | | | | 0 |
| | Printing | | | | | | | 200 | | 200 |
| | Awards | | | | | | | | | 0 |
| | Banners | | | | | | | | | 0 |
| | Video | | | | | | | 500 | | 500 |
| | Sundry | 500 | | | | | | 1,000 | | 1,500 |
| Total Expense | | 1,000 | 0 | 0 | 0 | 0 | 0 | 3,700 | 4,000 | 8,700 |
| 2025 Net | | -1,000 | 0 | 0 | 5,000 | 0 | 0 | -3,700 | -4,000 | -3,700 |

APPENDIX E

2024 Website Metrics



2025 Website Metrics (Feb 25)

| Month | Unique visitors | Number of visits | Pages | Hits | Bandwidth |
|-----------------|-----------------|------------------|---------------|---------------|----------------|
| Jan 2025 | 18,320 | 20,709 | 32,867 | 67,422 | 5.61 GB |
| Feb 2025 | 15,839 | 19,392 | 28,127 | 51,509 | 3.72 GB |

APPENDIX F

2015-2024 Website Metrics Summary

| ANNUAL WEBSITE ACTIVITY & COMPARISION (2025,2,26) | | | | | | | | | | | |
|---|-----------------|---------|------------------|-------|---------|--------|---------|------------|-----------|-----------|--------------|
| Year | Unique visitors | UV /Day | Number of Visits | NV /D | % Yr/Yr | % 2015 | Pages | Pages /Day | Hits | Hits /Day | Bandwidth GB |
| 2015 | 3,796 | 10 | 6,430 | 18 | n/a | n/a | 44,597 | 122 | 239,562 | 656 | 5.18 |
| 2016 | 4,416 | 12 | 8,246 | 23 | 28 | 28 | 126,938 | 348 | 584,932 | 1,603 | 30.42 |
| 2017 | 7,558 | 21 | 15,368 | 42 | 86 | 139 | 87,784 | 241 | 303,671 | 832 | 18.54 |
| 2018 | 10,841 | 30 | 27,212 | 75 | 77 | 323 | 130,005 | 356 | 393,728 | 1,079 | 29.84 |
| 2019 | 8,265 | 23 | 29,040 | 80 | 7 | 352 | 64,653 | 177 | 111,872 | 306 | 4.84 |
| 2020 | 16,620 | 46 | 49,386 | 135 | 70 | 668 | 344,115 | 943 | 872,749 | 2,391 | 65.61 |
| 2021 | 14,770 | 40 | 27,333 | 75 | -45 | 325 | 155,003 | 425 | 374,670 | 1,026 | 34.48 |
| 2022 | 14,589 | 40 | 32,583 | 89 | 19 | 407 | 149,809 | 410 | 550,812 | 1,509 | 50.96 |
| 2023 | 15,793 | 43 | 30,156 | 83 | 10 | 369 | 140,773 | 386 | 550,293 | 1,508 | 58.57 |
| 2024 | 73,881 | 202 | 102,641 | 281 | 215 | 1,496 | 308,367 | 845 | 1,168,252 | 3,201 | 105.21 |
| Unique Visitors: annual initial visits per day UV /Day: annual initial visitors/365 Number of Visits: total annual initial visit & revisits per day NV /D: total annual initial visit & revisits per day/365 % Yr/Yr: percentage increase year over year % 2015: percentage increase over 2015 Pages: annual number different pages visited Pages /Day: annual number different pages visited/365 Hits: annual different actions visitors engaged in Hits /Day: annual different actions visitors engaged in/365 | | | | | | | | | | | |

APPENDIX G



Staff Recommendation Report

To: Mayor and Council

From: Dean Collver, Director of Recreation, Parks & Facilities

Date: October 16, 2024

Subject: Award of GPO 2024-42-RPF - Community Hub Architectural & Engineering Services Project

Report Highlights

- This award is for the supply of service to manage Stage 2 of the Stage-Gated Process for development of a Community Hub facility, including all sub-services.
- A Group Purchasing approach was utilized under the Procurement Bylaw, to acquire the vendor services.
- Staff recommend the Award of GPO 2024-42-RPF-Community Hub Architectural & Engineering Services Project, to Colliers Project Leaders, in the amount of \$193,530.08 excluding HST (\$196,936.21 including HST recoveries).

Recommendation

That the report from the Director of Recreation, Parks and Facilities regarding the Award of GPO 2024-42-RPF-Community Hub Architectural & Engineering Services Project, dated October 16, 2024, be received; and,

That GPO 2024-42-RPF be awarded to Colliers Project Leaders, in the amount of \$193,530.08 (\$196,936.21 including HST recoveries) for services related to the Stage 2 Community Hub development process; and,

That a further 10% contingency be allocated to support unforeseen expenses related to the project; and,

That the Mayor and Clerk be authorized to execute the resulting agreement.

Background

Beginning with the purchase of the 50-acre Hasty Tract in 2020, the Township has been moving toward the development of a Community Hub which includes a new station for Fire & Emergency Services and, ultimately, a new multi-use recreation facility (MURF).

Although steps have been taken in the direction of completing this major development and community investment, concerns arose amongst Council, staff, and community members that the pathway to completion was not clear.

APPENDIX G (cont.)

In July, 2024, Council approved proceeding with a “Stage-Gating” model (Appendix A) that identified the entirety of the path to completion and provided a common understanding of not only the stages along the path, but where Council and the public would provide input and corroboration of the progress. Council further endorsed the use of a group-purchasing organization (GPO), as indicated in the Township’s procurement bylaw, toward identifying and engaging a proponent that could act as owner-representative and project manager for Stage 2 and to the end of the development program.

Stage 1 of the process is identified as work done by Weston Consulting that identified a vision based on a robust collection of high-level inputs from Council and the community. Weston also undertook site analysis to provide a Master Plan for guidance in the future development of the site toward a Community Hub – see Appendix B.

To undertake Stage 2, a submission was delivered to Kinetic GPO who returned Colliers Project Leaders as the best service application for Springwater’s needs. Staff and Colliers have been negotiating and developing the workplan for Stage 2 which is attached to this report as Appendix C.

Through the GPO process, hourly and service costings are prescribed by the Kinetic’s competitive acquisition of vendors. The development of the workplan is based on accomplishing what is needed to satisfactorily achieve the project outcomes. At the end of Stage 2 Council will have a conceptual view of the site and facility, functional program analysis, a business case for both capital and operating scenarios, a funding plan, and a Class D cost estimate, from which to make a decision regarding progression to Stage 3. The public will be consulted through Stage 2 to both test and rationalize the functional needs for the facility, as well as add insight to a final recommendation to Council.

Bids

Colliers Project Leaders – via Kinetic GPO: \$193,530.08 excluding HST (\$196,936.21 including HST recoveries)

Conclusion

Council has committed to moving the Community Hub project forward; the Township is well positioned to see this facility installed; and the approach approved by Council is a method where all stakeholders can have a role and maintain visibility on progress. Colliers has a breadth of experience, and access to a diverse array of resources to support the forward momentum to final completion. As a result, staff recommend approval of this report.

Financial Implications

Project funding will be drawn from Development Charges and/or developer contributions.

APPENDIX G (cont.)

In addition to the award, staff recommend a 10% contingency be added to the project budget for a total project upset limit of \$216,629.83.

Strategic Priorities/Goals

The above initiative supports the following Strategic Priorities/Goals:

Goal 1 – Leveraging Growth to Improve Springwater as a Community

Goal 3 – Building Community Unity to Support a Sense of Place

Approvals

Submitted by: Dean Collver, Director, Parks, Recreation & Facilities

Reviewed by: Greg Bedard, CPA, CMRP, Director of Finance

Approved by: Jeff Schmidt, CPA, CGA, Chief Administrative Officer

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Attachments

- Appendix A – Award of Stage 2 Project Management - Stage Gated Model
- Appendix B – Hasty Tract Community Hub Master Plan Weston Consulting
- Appendix C - Springwater Community Hub Proposal Letter for RTC

APPENDIX H

THE COMMUNITY HUB STAGE GATING PROCESS FLOW

