



**The Corporation of the  
City of Sault Ste. Marie**

**C O U N C I L   R E P O R T**

April 7, 2025

TO: Mayor Matthew Shoemaker and Members of City Council  
AUTHOR: Karen Marlow, Manager of Purchasing  
DEPARTMENT: Corporate Services  
RE: Leasing and Operation of Space – Northern Community  
Centre

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**Purpose**

The purpose of this report is to obtain Council approval to award the lease and operation of space for a pro shop at the Northern Community Centre (NCC) for a term of five years commencing April 7, 2025, and expiring May 30, 2030, with the option to renew for an additional period of one year subject to successful negotiation, as required by Community Development and Enterprise Services (CDES).

**Background**

A Request for Proposal was released publicly August 2024, and notification provided to firms on the bidders list. After closing with no submission received, the opportunity to lease space was left open for potential interested tenants as requested.

**Analysis**

Proposal from one proponent has been submitted:

- FCD Sports Group Ltd., Sault Ste. Marie, ON

The proposal received has been reviewed and evaluated by a committee of CDES staff. It is the recommendation that the submission of FCD Sports Group Ltd. be accepted to operate the space as a pro shop. Staff recognizes the role the pro shop plays in providing a valuable service to patrons at the facility and fits well within the facility.

**Financial Implications**

FCD Sports Group Ltd. proposed variable rent payments for winter (September to April) and summer (May to August), setting the annual base rent as \$11,600 plus HST (averaging \$966.67/month). Payments are inclusive of property taxes and utilities.

This agreement will not impact the Operating Budget.

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**Strategic Plan / Policy Impact / Climate Impact**

This is an operational matter not articulated in the Corporate Strategic Plan.

**Recommendation**

It is therefore recommended that Council take the following action:

The relevant By-law 2025-54 is listed under item 12 of the Agenda and will be read with all by-laws under that item.

Respectfully submitted,

Karen Marlow

Manager of Purchasing

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