



Madawaska Club at Go Home Bay

Options for the Caretaker's Site Task Force

Work Plan

March, 2018

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Introduction

The Board of Directors of the Madawaska Club at Go Home Bay has asked Stoney McCart and Susan Pigott, working with its Property Manager David Cape, to lead a process to engage a broad range of interested community members in developing potential options for the community-owned property known as the “Caretakers Site.”

Under their leadership, the Board will consult broadly with community members about possible long-term uses for the site and identify the capital and operational costs associated with them. This range of options and the ensuing costs/revenues will be presented to the full membership, between May and August 2020 . At this time, the options related to selling and renting the property will also be discussed. The framework for the final report to be presented to the community in 2020 is in a separate document called Work Plan for Caretaker’s Site Options Task Force. This work plan will be updated with the status of progress at least each quarter of the year and posted on the Community website.

While this work is going on, it is proposed that we find ways to pilot various community activities on the site in the summers of 2018 and 2019 . We will also identify potential off-season uses for the site and pilot these.

Work Plan: Tasks and Timelines

These tasks and timelines will evolve as information is gathered. Ideally, we will enter information as we gather it under the appropriate Section Headings in the Framework for the Report. (See separate document called Report Framework.)The goal is to pilot test some ideas, such as programs and rental options for each part of the year, as part of the Report Development process, with permission obtained from the Board for each pilot.

| Task | Report | Completed | Lead |
|---|-----------|----------------|-----------------------------|
| Getting Started | | | |
| 1. Post invitation to participate in the process on Facebook and in Summer Newsletter. | Section 1 | March 18, 2018 | Stoney McCart |
| 2. Host Initial phone/video conference to discuss proposed approach (promoted on Facebook page). On this call, people will also be asked to assist with the tasks listed below, particularly the short term tasks. | Section 2 | March 30, 2018 | Susan Pigott, Stoney McCart |
| 3. Schedule dates for small group discussions, site visits throughout May, June, July, August with various ages and demographics in the community and post on the calendar, Newsletter. | Section 2 | April 15, 2018 | TBD |
| Short term | | | |
| 4. Collect all property details, including repair/maintenance details required and/or scheduled for spring, surveys if available from Club, tax role numbers, costs of property expenses, costs of carrying properties and building, plus titles on files at Bracebridge Land Titles Office. Determine if | Section 3 | April 15, 2018 | TBD |

| Task | Report | Completed | Lead |
|--|------------------------|-----------------|------|
| property needs updated survey for planning purposes and get costs. | | | |
| 5. Develop master map for existing site: buildings, outbuildings, dock, pathways, regatta bandstand, seating, etc | Section 3 | April 21, 2018 | TBD |
| 6. Develop pilot program plans according to template for 1-3 programs for summer 2018 for consideration by Board. Complete Section 4 of Report. Desired: Overall Co-ordinator, Section Writer: 3 Project Researchers. | Section 4 | April 25, 2018 | TBD |
| 7. Develop Rental/Use Diagrams for Main House, for Shop Building, Old Store. | Section 4 | April 15, 2018 | TBD |
| 8. Prepare Presentation for AGM on May 1 | Section 2 Section 4 | April 27, 2018 | TBD |
| Medium term | | | |
| 9. Develop evaluation plan for summer pilots and execute summer program pilots. | Section 12 | August 30, 2018 | TBD |
| 10. Host summer small discussion groups throughout summer, document ideas, research options suggested. | Sections 5, 6, 7, 8, 9 | August 30, 2018 | TBD |
| 11. Develop Fall Program Options | Section 6 | August 30, 2018 | TBD |
| 12. Develop Rental Options: Fall, Winter, Spring, Summer | Sections 5,6,7,8 | August 30, 2018 | TBD |
| 13. Develop Winter Program Options. | Section 7 | August 30, 2018 | TBD |

| Task | Report | Completed | Lead |
|---|------------|----------------|------|
| 14. Develop Spring Program Options | Section 8 | Dec 30, 2018 | TBD |
| 15. Develop Summer 2019 Program Pilot Options | Section 9 | April 30, 2019 | TBD |
| 16. Finalize evaluation on Pilots (consistent template, data collection). | Section 12 | Sept 30, 2019 | TBD |
| Long term | | | |
| 17. Develop Sales Options re severances, sale/s of property severance – estimated value of site, severed site, costs of severing, sales, etc. Develop drawings illustrating potential severance/s. | Section 10 | Dec 30, 2019 | TBD |
| 18. Develop Conservation Options | Section 11 | Dec 30, 2019 | TBD |
| 19. Prepare Summary of Options, Finalize Report, Present to Board. This includes an impact assessment of options on Regatta Party site. | Section 13 | March 30, 2020 | TBD |
| 20. Prepare presentation, communication to community | Section 13 | May, Aug 2020 | TBD |

Developing options includes consulting with potential users, potential partners in the option, potential revenue sources such as user fees, benefactors, grants, as well as identifying the expenses and risks associated with the option. No one conducting any research and developing an option has the authority to make any commitments or indications that the community/Board will proceed with anything discussed. Only the Board in its entirety can make commitments.