

## UPDATED WORK PLAN CARETAKERS SITE TASK FORCE October 11, 2018

**Work Plan Updated** .... If the task is completed, it is greyed out. Green indicates priorities for this fall and is underway. White rows may also have work under way, but are not priorities for completion this fall. Information being collected is being inserted into the Final Report Template, so that the Final Report is being written as we gather data.

| Task  | Report    | Dates  | Lead and Notes   |
|---|-----------|--|--|
| Getting Started   |           |  |  |
| 1. Post invitation to participate in the process on Facebook and in Summer Newsletter.  | Section 1 | March 18, 2018<br>Done   | 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<br>Done   | 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 | May 30, 2018<br>Done   | Stephanie Evans and Caroline Duncanson will meet to discuss how best to go about this.   |
| 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 property needs updated survey for | Section 3 | Basic Inspection done June, 2018.<br><br>Past costs identified.<br><br>Full Assessment | Stoney McCart, John Harris, Larry Koza, Bill Riddell.<br>Property Description collected and inserted in Report Template, with historical carrying costs and budget info.<br>John has done inspection, working on |

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| planning purposes and get costs.  |                        | Fall 2018   | his Report for us.<br>Club secretary indicated she doesn't think there is a survey.  |
| 5. Develop master map for existing site: buildings, outbuildings, dock, pathways, regatta bandstand, seating, etc   | Section 3              | Base Map<br><br>To Do<br>Sept 2018<br>Not done yet. Aim for end of Oct. | Stoney, John Harris, Larry Koza<br><br>This also will evolve to reflect options developed.   |
| 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.<br><br>Pilot plan for community garden received, interest indicated for scientific research program | Section 4              | April 25, 2018<br>Done for 3 Initial Pilots<br><br><br>May 24.          | Barb Stark, Susan Pigott, and Heather Trusler generated initial set.<br><br>Laura Duncanson and Christopher Campbell-Duruffle interested in being involved re science theme.<br><br>Elizabeth MacCallum volunteered re indigenous theme. (TBC) |
| 7. Develop Rental/Use Diagrams for Main House, for Shop Building, Old Store.  | Section 4              | May 30, 2018<br>Underway<br>Nov 2018                                    | Larry, Stoney , John Harris , David Cape<br>Pending Harris Report<br>Photos of rooms, buildings taken (Sally Loughed)  |
| 8. Prepare Presentation for AGM on May 1  | Section 2<br>Section 4 | April 27, 2018<br>Done  | Put presentation on website. Stoney to execute with webmaster.   |
| Medium term   |                        |   |  |
| 9. Develop evaluation plan for summer pilots and execute summer   | Section 12             | August 30, 2018   | Stoney McCart will seek volunteers.  |

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|---|--|-----------------|---|
| program pilots.   |  |                 |   |
| 10. Host summer small discussion groups throughout summer, document ideas, research options suggested.  | Sections 5, 6, 7, 8, 9                             | August 30, 2018 | Caroline Duncanson, Stephanie Evans.  |
| 11. A) Develop Report from Focus Groups,<br>B) Insert Summer Evaluations and Progress into Report Template<br>C) execute follow-up survey to Focus Groups | Section 12   | October 2018    | A) Stephanie Evans: Complete<br><br>B) Stoney McCart: complete<br><br>C) Stoney, Susan (with Task Force input)                        |
| 12. Develop options to alternative site for ideas arising from Focus Croups   | Section 10a, New Section, links to Program Options | ????            | George Wishart<br><br>Circulated photos Honey Harbour pictures  |
| 13. Develop Fall Program Options<br>A) Trail clearing   | Section 6  | October, 2018   | A) David C/George organizing. Trail Plan submitted, inserted into Report Template. Use of House Postponed awaiting John Harris Report |
| 14. Develop Rental Options: Fall, Winter, Spring, Summer  | Sections 5,6,7,8                                   | October, 2018   | Stoney seeking lead. Complete: Wayne McCarthy on board. Caroline D willing to assist.   |
| 15. Develop Winter Program Options.   | Section 7  | August 30, 2018 | TBD   |
| 16. Develop Spring Program Options<br>A) Artist in Residence Program  | Section 8  | Dec 30, 2018    | A) Hope Cushman and Janet Loughheed to  |

| Task  | Report     | Dates          | Lead and Notes  |
|---|------------|----------------|---|
|   |            |                | research.   |
| <b>17.</b> Develop Summer 2019 Program Pilot Options  | Section 9  | April 30, 2019 | TBD<br>Barb Stark onboard.<br>Wants Date for Art Show.  |
| <b>18.</b> Finalize evaluation on Pilots (consistent template, data collection).  | Section 12 | Sept 30, 2019  | TBD   |
| <b>Long term</b>  |            |                |   |
| <b>19.</b> 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   | Susan seeking a Lead. Complete: Wayne McCarthy is on board. David Cape has previous estimate from Brian Coxworth of value from 2017                     |
| <b>20.</b> Develop Conservation Options   | Section 11 | Dec 30, 2019   | George L (aligned with larger Club assessment, first meeting has been held.)<br><br>Bill R getting quotes re demolition of buildings, moving Boathouse. |
| <b>21.</b> 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   |
| <b>22.</b> Prepare presentation, communication to community   | Section 13 | May, Aug 2020  | TBD   |