EXCO assigned supervisor	Mooring Group or work team	Team Leader	Pre-season	Pre-lift-in WP (PRI 1 : docks, Pri 2 : work teams)	Lift-in	Post-lift-in WP Pri 1 : Work Teams	Season	Pre-lift-out WP	Lift-out	Post-lift-out WP	Post-season
RC Yacht				- Confirm measurements of boat layout	- Confirm cradle storage plan			- Confirm boat storage		 Check cradles and stands for stability Take measurements of boat layout 	
FC Sail				- Confirm Med-mooring individual lines setup	Store Provi		- Store mast stands off tender rack area - Confirm seaworthiness of sailboats	- Coord masts unstepping timings		- Confirm Med-mooring lines removal	
FC Power							- Confirm seaworthiness of power		- Coord launch ramp	- Coord trailer boat storage (end of	
SSD				- Pick-up PSP Rhib			- Manage LTS activity		timings	day Sunday) - Return PSP Rhib	
RC Property			- Confirm Honey Wagon and chem toilet contract								
SSD	A dock (Dinghies, O&P and MB)	Nelson May		 <u>PRI : Move dinghies to A berm and tigg</u> Setup tender ramp Inspect MB Prep A dock 		 Perform dinghies funtionnal checks and repairs Move Tender rack in place 	- Maintain dinghies	 Prepare dinghies for storage Store tender rack for winter 		- Move dinghies to clubhouse - Remove tender ramp - Remove MB lines - Install winter MB	
Maint Coord	B dock	Rick Duncan		- Clamp finger docks ramps - Tight finger docks chains			 Maintain dock (less utilities, safety eqpt, safety ladders and underwater chains) 			 Remove finger docks ramps Loosen finger docks chains 	
Maint Coord	C dock	Fred Wilson		6 to 8 pers - Clamp finger docks ramps - Tight finger docks chains - Tight finger docks chains - Install ramps to floating docks - Supervise setup Med-mooring lines by owner - Attach electrical cables to ramp			 Maintain dock (less utilities, safety eqpt, safety ladders and underwater chains) 			Remove finger docks ramps Loosen finger docks chains Loosen finding docks chains Remove ramp to floating docks and support electrical lines Remove Med-mooring lines	
Maint Coord		James Bagshaw		6 to 8 pers - Tight floating docks chains - Install ramps to floating docks - Supervise setup Med-mooring lines by owner - Attach electrical cables to ramp			- Maintain dock (less utilities, safety eqpt, safety ladders and underwater chains)			 Loosen floating docks chains Remove ramp to floating docks and support electrical lines Remove Med-mooring lines 	
Maint Coord		Dominic Poirel		- Float in E dock - Setup E dock ramp			 Maintain dock (less utilities, safety eqpt, safety ladders and underwater chains) 			 Brace finger docks Remove E dock ramp Mark corners with concrete blocks Float dock away 	
RC Property		Glenn Dennis Phil Parent		- Verify launch ramp docks		- Verify mast crane	- Maintain collective docks (less	- Remove shipwreck		- Prep A dock for winter	- Prepare club
RC Property				Tight Breakwater chains PBL: Confirm B & C docks finger docks chains PRL: Inspection of Med-moorings chains and MBR chains Setup courtery dock Loosen Log Booms PRL: Move blocks as required		Vering Mass Cane Prepare Honey Wagon for season Install Breakwater weather station Install shipwreck markers	utilities, safety egot, safety ladders and underwater chains) - Empty Honey Wagon as required - Empty portable toilet as required - Inspection of Med-moorings chains and MB chains - Inspection of breakwater - Maintain Log Booms - Maintain staircase - Inspect pins on floating docks joints	- Remove sinplivreux		 Prep launch ramp docks for winter Secure mast crane for winter Prepare club boats for winter Prepare Honey Wagon for winter Secure log boom for winter Lossen breakwater chains Remove breakwater weather station Brace courtesy dock with C/D docks 	boats for winter
Entertainment O	Club House	Kent Morris		- <u>PRI: Prep GM setup</u> - Plug and check all appliances - Start ICE machine - Prepare BBQs			- Maintain Club House area to include Club House gazebo - Maintain indoor and outdoor furnitures and appliances (to include BBQ) in Club House, on Club House deck and on D dock gazebo - Maintain D dock gazebo			Unplug and winterize all appliances Winterize ICE machine Store BBQs Stack furnitures Install mouse traps Winterize pipes and sewers Water to be closed by RP Ops	
RC Property	Grounds	James Michalopoulos			- Mowing of grass prior cradle storage for summer	- Cleaning vegetation along fence	Maintain upper and lower yards Setup and maintain flower beds Lawn mowing Maintain fences (i.e. branches) Manage garbage & recycling	 Mowing of grass after cradle setup for winter 	 Mowing of grass prior boat storage for winter 		
RC Property	& Engines	Chris Durham	- Confirm all club small engines are operationnal	- Check hazardous waste containers - PRI : Prepare club boats for season			Dispose of hazardous material as required Confirm availability of spill kits Keep propane tanks and club fuel mix availabile Service all club small engines as required Service all club boats as required Maintain various yard eqpt			- Dispose of hazardous material as required - Winterize all club small engines	- Winterize all club small engines
RC Property	First Aid	Chris Eggink		 Prepare duty shack for season Install fire points Install First Aid stations and AEDs Install rescue ladders Install rescue eqpt 			Inspect fire extinguisher periodically Inspect First aid kits periodically Inspect rescue ladders&eqpt periodically			- Winterize duty shack - Remove fire point and install temporary fire point in duty shack - Remove first aid stations, rescue ladders and rescue eqpt	
RC Property	Tools & Utilities	Murray Caldwell	- Open all water outlets and electricity for season (including link-up with CE)	- <u>PRI : Manning of Toolcrib</u>	- <u>PRI : Manning of</u> Toolcrib	- <u>PRI : Manning of</u> <u>Toolcrib</u>	 Maintain Seacan order Maintain club House stores and building supplies 	- <u>PRI : Manning of</u> Toolcrib	- <u>PRI : Manning of</u> Toolcrib	- <u>PRI : Manning of Toolcrib</u> - Prep water hoses and faucets for winter - Blow out water lines with compressor - Close all electricity on docks	 Remove all water perishables from premises before winter frezing
IMO	IT & Security	Joseph Guay		- Confirm WI-FI is operationnal for season			 Maintain WI-FI system Monitor physical security Key-in pers to Duty Shack electronic KeyPress 				

					1										
bata in Project	CFBICIC control no	Work Team	ERCO sponser	Comments	#P Ops reg'd	Contracts reg/d	sidg 5	P Opç/DRMIS ea	Date submitted	Work method/CONOP	Funding type	Cost estimate	Final costs	bate completed	
of other and a second state of the second state of			a raying	appropriation	r .	m	- I				or criaic			20/00/2005	
				14 Sept 23 - update : no-contract this											
				year, only formalized verbal contract by											
0.05/0022 Autors and on Arts Arts	12002	Miller O.	Costa	14 sept 23 - RP Opc will replace	-		1000	500462997	22 May	Contract to club general i	CONTRACTOR OF	-		11/06/2022	
/06/202.k underground water inak	29308	fook & utilities fin	RC Property	07 June 23 - was located under C dock	60	50	10.28	50051755	223.00+	4P Ops plumbers	APP CERCIC			14/06/2023	
				13 June 23 - out for procurement with											
(05/2021 Initial security cameras	2 3 204	f & Security Tro	ćné»	ON and Doug	80	100				club members					
(05/2021 Maintenance shack rebuild/veplacement	23005	Maint O	RC Property	15 june 22 - Seacan installed and basic	yes	r	42 1887A				-		-		-
			1	chelvecbuik									1		
			1	2 mai 23 - requires waterproofing, paint, electricity and insulation									1		
			1										1		
			1	KICO, he will prepare Scope of Work for									1		
				RP Ops	-	-	12			_	-	-		-	
Di/2021 Paint cuter side of Breakwater black with new signage	28306	AC Property Tools & Utilities Tro	RC Yacht				44				NPF CEBRYC	-		-	-
(2002) Install new plugs electrical outlets along the shore side for a fr/2022 install new plugs electrical outlets.	23328	Tools & Unitides Tim	RC Property RC Property	-	ues.	100	12		-	-	SPECIAL	-	-	-	
6/2022 initial separate circuit for T dock will extended	29309	fook & Utilities Tim	MR2		yes	10	42								1
ti/2022 Stain D Dock fixed portion NOT Flasting dock yet			Maint Coord	22 July 24 - delegated to Dock team		60	14			(iub members	APF CERCIC				
fs/2022 Reposition the gole in the water by A dock to stop people fit fs/2022 rebuild/veplace th2 dock	023011	enforcement Tele	RC Property			-	42				ARE / 1987			_	
(2022 wound/wprace or dock	28252	plack fin	RETACH		80	100	44			club members	MPP CFERVC		-		
((10))) desince electric chile (an see he more	that was	foods it contribute the	at house to	415	10					and an owner with the	and the second second			11062303	
ti/2022 Repair Blue Bell floats/barrels + chain hokt	23055	POL, HAZMAT & Engines To	BC Property	8 June 23 - Chris challenged on status of	80	10				club members	APF CFERVC	\$5,000.00	720	04/05/2024	
				13 June 23 - initial return from OPI											
				sept 23 - repair budget approved spring 26 - Chris doing work											
3/2022 Place new boses for Will extender on all docks.	2,8256	f & Security Tra	IMD CM	Spring 21 - Christiania work			12				APF CFBKYC				
25/2023 Regain #15-dock	23027	# dock Tin	RC tacht		82	00	11			club members	NPF CFBKYC				-
26/2023 Add a C2 dock	23018	anticactivacture Tra-	RC Yacht	10 June 23 - OPI returned estimate for	80	50	42			club members	NPF CFBKYC				
			1	some boards replacement 13 June 23 - asked to return with									1		
			1	complete project including C2									1		
5/2023 Repair DO	23009	D dock Tim	RC Yacht		82	100	42			club members	NPF CFBKYC				-
ts/2023 Genet & dock	23020	HOOD/ACTIVE THE	Maint Coord		62	90	42 63			club members	SPF CFBKYC				
fl/2023 sockunith for Club House	29021	Maint O	Maint Coold	2 may 23 - batteries are dead, WO w/ RP	per.	50	10.28							15/05/2023	
05/2022 Upgrade M1 setup for reciprocals and new mooring balls	29022		RC Yacht	Ops required 8 June 28 - opened all informed net w/						club members	NPF CFERVC				
01/2023 Upgrade M1 setup for reoprocession and new mooring balls	29322	Mooring Tin	RC YACST	Sybain is charge	80	¹⁰⁰	42			club members	APP CHERYC		1		
05/2023 move/regain tender ramp	23023	082.1%	Maint Coord	e construction p	10	10	11			Club members	NPF CFERVC			15/06/2024	
25/2023 inventory of chains (looking for 67 5/16)	29024	fook & Utilities Tin	RC Tacht	1	80	40	42			club members	APF CFERVC				
56/2023: procure and setup iPad	29225	fl & Security firs	MD		60	46	44			club members	API CERVC			15/05/2024	
06/2023 mart care rotating mechanism + locking mechanism	23026	antipatrycture Tra	FCSall	4 apr 36 - sote a 12k budget for mast crane repairs	80	100	42			club members	NPF CFERIC	\$12,000.00	1		
06/2023 sum on water	28027	to hope to	RC Property	Care repairs	ets.	10	10.28	500522780		4P Oos plumbers	PF 82 Quis			15/25/2023	
06/2023 new mooring balls for med moorings	2 9 3 2 8	Goeoge S.	FC Sall	R June 23 - opened all informed net w/	80	10	48			club members	NPF CFERVC				-
				Sybais is charge											
56/2023 paddle board shack setup	2 8 3 2 9	CALP Tra	Maine Coord	9 June 23 - estimate returned from OP1 13 June 23 - appropriation for project to	80		-			club members	APF CERCYC	\$123.00		21/06/2023	
				11 June 21 - approximation for project to											
				14 Sept 23 - job completed											
N/2023 Issuer yord lighting	Ceces	fook & utilities fim	RC Property		pet.		10		14 cept					15/11/2023	
6/2023 phone not working in duty shack	23031	ff & Security Tin		14 June 24 - task resent to TL											
6/2023 sgrage SSD	100	Duty Shack & First Aid	RC Property	09 June 22 - Sent to OP1 13 June 22 - Initial action from OR1	60		-							11/04/3023	
(2023 regaint dock rang	22033	É dock Tax	Maint Coord		80	10	42			club members	NPF CFRKYC				
(202 k wplace boards on C dock	2.8034	Edock	Maint Coord	19 June 23 - task completed	60	100	11			club members	APP CERCYC	400 + 900	1301.99 + 192.84	16/06/2023	
(/2023 cut phone line from it dock	23035	arkastructure tas	RC Property											11/30/2023	
(2023 out old log booms	23336	anfranzzucture Sta	RC Property												
(2022 Stange Subbourk keypad	20087 20088	Clubhouse Infrastructure Tin	AC Property	11				00785517	18 copt 14 copt 28	RP Opc RP Opc	HF BP Opc			21/08/2023	
6/2023 ctaintae repair 6/2023 boot launch ceme	2,8328	AC Property	RC Property RC Property	14 sept 22 - 07141 sert	lie?	~	- P	00787009	44 vego 28	ar up	15 89 Opt	-	-	-	
f/2023 recycling bins	2 8080	AC Property		18 sept 23 - request sent to 8P Ops	1	1	1 1		-	1	+	1	-	1	
		1		11 oct 23 - CF141 sent to RP Ops	1	1	1			1	1	1	1	1	
													_		
(2024 shower ceiling fan	10002	Clubhouse	assertainment O	Oli May 24 - fan extremely noisy. Assigned	per l	1°	18.28	00881154	12 3409 35	RP Opt Electriciant	NPF CEBCYC	1005		08/07/2024	
5/2036 Uninal brokes	20001	Cubhouse	Concentration of the	DR May 24 - Top end of vertical pipe is	144	100	1828		-	RP Opc Plumbers	NPF CFBKYC	105	-	08/07/2024	
				loose from the fluching system housing.							and the second s				
				Accigned to team											
/2024 upper yard lights /2024 thence door	20003	AC Property AC Property	RC Property RC Property	14 May 24 - request sect to RP Opc 22 July 24 - sect to RP Opc	yes	100	1828 1	00881151	12 Julio 25 22 July 25	4P Opt Electricians Carpenters	HF 189 Ops				
Over and and		n. rugersj	ps, ruperty	as any as - year to RP Opt	per.	~	read.		as my d	Addresses.		-	_		
1	-	1	1	1	+	1	+ +		-	1	+	1	1	1	
	1		1	1	1	1	+ +		1	1	1	1	1	1	
			-			-					-	-		-	
			-	1	-	-									

plan quinqu						
Work team vests (aircraft carrier)						
Add flares disposal						