

## **JSCA Operations Committee**

### **Meeting Minutes**

**November 22, 2011**

**Present:** Mark Scott, Jeri Griffiths, Russ Brown, Sean Gibson, Ashley Ford, Brian Hunt, Chad Larson, Lillian Zaremba, Ian Upright, Chris Stairs, Mike Cotter, General Manager.

**1) Introduction**

**2) Selection of Operations Chair**

Mark Scott was acclaimed as JSCA Operations Committee Chair for 2012

**3) Review of Previous Year**

Mark reviewed some of the projects completed in 2011 including, re-roofing the western section of the Jericho Sailing Centre building, ramp repairs, steel deck painting and the waste/recycling compound.

**4) Potential 2012 Projects**

The committee previewed potential projects for 2012 as well as some longer term projects (see attached).

**5) Priorities**

Priorities for 2012 include: re-roofing the elevated section at the east end of the building; winch upgrades; compound electrical upgrade; recycle boxes; SUP racks; Laser racks; accessibility ramp for Sailor's Lounge; new gates at east end, windsurfing and sailing schools; improved security lighting; security cameras; sss roof replacement; annual ramp maintenance and preventative ramp maintenance. Longer term projects include alternative energy system for hot water and building heating.

**6.) 5 Year Plan**

The committee concluded that it would be beneficial to have a combined Operations/Planning Committee meeting to develop a 5 Year Capital Plan which would identify projects supporting the 5 Year Strategic Plan and assist in funding them. A Capital Asset Replacement Budget would also assist in replacing worn out assets.

**7.) Adjournment**

## **JSCA OPERATIONS 2012 POTENTIAL PROJECTS**

### 1. Compound

- winch upgrade. (Electrical service/engineering/repositioning and anchoring/re-fabricating/ proximity card controlled access).
- Electrical/water service to east end, kayak and windsurf concessions.
- new gates: east fence/windsurf school/sailing school.
- improve compound lighting for security.
- security cameras.
- safety & directional signage.
- finish green cladding on recycle/waste area.
- utilities hook-up in recycle waste area.
- purchase recycle bins for compound.
- recycle stations for building.
- sss roof replacement.
- add club hosing stations.
- dolly repairs.
- fence repairs.
- new kayak dollies.
- picnic tables.
- rinse racks.
- rubber rigging mats.
- paving.

2. Racks

-repairs.

-SUP member & school racks.

-new Laser racks.

-redesign and replace windsurfing racks-vertical storage.

-new kayak racks.

-re-paint metal kayak racks.

3. Building Interior

-washroom/change room/shower room light fixture replacement.

-accessibility ramp for Sailor's Lounge.

-exterior office window replacement.

-drywall repairs.

-signage.

-new, quieter, hand dryers.

-install drinking water fountain near main entrance.

-automatic door on north central first floor entrance.

-improve first aid area in safety and rescue space.

-kitchen staff washroom repair.

-service window between the office and the hallway.

4. Painting- Interior

-wash walls & touch-ups throughout

-upper hallway

-stairwell

-washrooms

-changerooms

-classrooms

5. Building Exterior

-replace raised roof section at east end of building.

-weatherproof upper deck entrance door.

-hanger door renovation/replacement

-east entrance doors

-Upgrade water supply chamber

-Improve exterior lighting

-Stucco repair

-Building painting

-Exterior building signage

6. Lockers

-Develop more Tall lockers

-seismically restrained.

-re-paint.

7. Furniture

-replace Sailor's Lounge furniture.

8. Launch Ramps

-annual maintenance.

-preventative maintenance.

9. Alternative Energy Capital Projects

-hot water heating (solar/ geothermal/on demand).

-wind turbine.

-rain barrels.

10. Long Term Maintenance Planning

-repaint building exterior.

-Relocate lockers under deck to south side of building.

-relocate cooler/freezer in hanger.

-re-configure SOUTH east entrance fire escape.

-add second floor in hanger for more classroom space.

-extend north deck.