

CIYC Property - Annual Tasks Calendar

[NOTE: This calendar is based upon our fiscal year of November 1st through October 31st.]

- All Year **Clubhouse Cleaning:** is a year around requirement; done weekly throughout our boating season and less frequently during off-season. Typically a member with a annual Signed Contract agreement is utilized. Again, an outside service can quote & be contracted for the service if necessary.
- Oct./Nov. **Fall Leaves:** clean up & bag after they fall. Place out at road for p/u per township schedule, or transfer to ECRA property.
- Nov. - Mar. **Snow Removal:** Nov thru Mar.; as req'd, dependant upon weather & social activities. Contact "Will-Shine-Duzzit-All" if/as needed, Doug Williams 519-819-4806
- Nov. & Apr. **Seasonal Washrooms>Showers:** turn water supply off after haul-out & before it freezes on & open at earliest opportunity in Apr. to accommodate vessel prep' for launch.
- Spring **Gate:** annual maintenance and upkeep is required, such as replacement of batteries, lubrication and other incidental items. This may be handled by a member with the appropriate technical skills, or our service company Dor-co, 519-737-6915 to handle more serious issues &/or parts requirements.
- Spring **Weeds:** upon first signs in the spring of weeds emerging about our parking lots and dock walkways a commercial grade weedkiller should be applied. Several more applications may be required over the duration of our boating season. A member or members with agricultural grade weed killer could volunteer, or we can contact a Commercial enterprise, which typically are not as effective and require 2 to 3 applications a season.
- Apr. - Oct. **Gardens, Shrubs & Trees:** maintenance and trimming is required intermittently throughout the season.
- Apr. - Oct. **Lawn Cutting:** Typically commences in April thru late Oct., and is currently an annual CIYC Signed Contract with a member. An outside service can quote & be contracted if necessary.
- May **Spring Cleanup:** one week after cradle day/two weeks after launch where all members available come out to clean up both the grounds & clubhouse. A detailed Spring Cleanup List is available as a guide and for reference by all members.
- May & Oct. **Flag Pole & Flags:** typically erected during spring cradle or cleanup day & taken down, on or before, fall cradle day.
- May - Oct. **Ice:** order 1st week after launch & replenish as needed during boating season. Order from "Artic Glacier Ice" 888-736-4423
- June **Fish Flies:** typically arrive in June, so to minimize the impact, turn all external night lighting about grounds and clubhouse off until the wave is over.
- July **Spiders:** spray early to mid July at peak of spider nesting. Contact "Will-Shine-Duzzit-All", Doug Williams 519-819-4806 [Note; one time spray guaranteed a minimum 90 days]

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- Seasonal **Lighting**, about buildings and property: clean and maintain as required throughout the boating season.
- May & Oct. **Picnic Tables:** place about the yard during spring cleanup & in the fall within a couple of weeks of haul out fold & store away for winter.
- May **Children's Play Area & Equipment:** assess and inspect condition to confirm safe function during spring cleanup.
- May - Sep. **Roadside Bank:** Cut back growth during the season as required
- May **HVAC System:** perform an annual inspection by a certified heating air conditioning company.
- Yr Round **Waste Bin:** Windsor Disposal Service