



WASKESIU COMMUNITY COUNCIL

DATE: Thursday, October 30, 2025

TIME: 9:00 a.m. – 1:00 p.m. (Saskatchewan Time)

LOCATION: Zoom & Teams Virtual Meeting

MEETING MINUTES

Attending virtually from Council: Councillor Jim Kerby (Chair), Councillor Rob Phillips (Vice Chair), Councillor Jacqueline Archer, Councillor Bentley Crozier, Councillor Bob Cyr and Councillor Linda Lavallee.

Attending virtually from PCA: Jennifer Duquette (Field Unit Superintendent), Scott Nesbitt (Townsite Manager).

Regrets from Council: Councillor Jennifer Wood (Secretary/Treasurer)

1. Call to Order 9:00 a.m.
2. Motion to move the Council Meeting “*In-Camera*”
Rob Phillips/Jacqueline Archer *Carried*
3. Motion to terminate the “*In-Camera*” portion of the Council Meeting 10:00 a.m.
Jaqueline Archer/Bentley Crozier *Carried*
4. Land Acknowledgement

On behalf of the Waskesiu community, we acknowledge that we are on the traditional lands of the Cree Peoples, signatories to Treaty 6, and the Homeland of the Métis. We pay our respect to the First Nations and Métis ancestors of this special place and reaffirm our relationship with one another.
5. Motion to Adopt the Agenda for the Public Meeting of Council as Circulated
Rob Phillips/Jacqueline Archer *Carried*
6. Motion to Adopt the Council Meeting Minutes of September 22, 2025 as Circulated
Bob Cyr/Rob Phillips *Carried*
7. Review of Outstanding Action Items/Related Status Updates - a review of each of the outstanding Action Items and their status was undertaken by Council, and the Action Items were updated by the Recording Secretary of the meeting accordingly. (See attached list of updated Action Items.)
8. Townsite Report – Scott Nesbitt, Townsite Manager (See the October 30, 2025 Townsite Report accompanying these Minutes.)

Scott walked Council through the Townsite Report (which was received prior to the meeting) and highlighted and updated a few items:



- a. Cost for THM mitigation came in at \$90,000 which was well over the \$20,000 budgeted. He expects significant reduction in THMs.
- b. An important addition to the Townsite Compliance update is the growing number of Elk entanglements. Given the potential harm this causes to wildlife PANP may have to take administrative action to remove associated risks. This includes removing snow fences as well as garden and other netting that can become entangles in an animal's antlers. Council suggested these concerns should be communicated to the community. Councillor Rob Phillips offered to arrange to have the Park's message on this topic distributed to all WSRA members when it is ready for publication.
- c. Both Scott Nesbitt and Superintendent Jennifer Duquette spoke with Council on Emergency Management Planning. As noted in the Townsite Report , PCA looks forward to sharing what they learned from the Buhl fire with Council during a meeting in January or February. Ideally this would lead to a "table top" presentation and planning exercise. Jim Kerby suggested this would best be handled as a special meeting separate from a regular Council meeting.

ACTION ITEM: PCA to arrange and host an Emergency Management Update and "What We Learned" presentation by PCA to Council to be held during the first four months of 2026.

- d. **Bicycle Safety** – PCA confirmed this should be a Council/community lead initiative. Councillors Bentley Crozier and Bob Cyr have offered to prepare a draft action plan for this issue. Deadline for proposal TBD.

9. **Waskesiu and Area Major Capital Projects – Status Updates**

- a. **SaskTel Fibre upgrade** - Scott Nesbitt indicated this project was on hold pending a Cultural Impact Assessment as required by PCA. Extent of any work required is unknown at this time. Scott will provide an update at the next Public meeting of Council.
- b. **Waskesiu River Riffle Dam Repairs** - Scott Nesbitt advised that contractor's equipment was arriving on site "this week" with anticipated completion in approximately three weeks (See Townsite report).
- c. **Red Deer Trailer Park Electrical Upgrade Project and Proposed Timing** – Field Unit Superintendent, Jennifer Duquette advised that a Tender Notice would be out fairly soon however the timeline for the project itself cannot be confirmed until a consultant/contractor is in place. Jennifer Duquette also indicated that PCA is sensitive to the input received during meeting with the Waskesiu Chamber of Commerce members and have incorporated some of the input received at the meeting into the tender request. Jennifer and her team will communicate further as more is known.



10. Tree Removal Procedure and Related Application Documents

- a. **Comments from Jim Kerby (Council Chair) – Comments regarding the most recent draft documents were shared by Council Chair with PCA prior to this meeting.** With the Tree Removal Policy now essentially in place Jim Kerby recognized the significant work PCA put into this document and acknowledged the importance of having a policy in place moving forward.
- b. **Status Update** – Policy is complete and will be posted on appropriate websites in the near future. Councillor Archer asked about response timelines to which Scott Nesbitt indicated the policy includes service standards and the PCA response to most requests will be no more than two weeks.

11. Aquatic Invasive Species (AIS) – Status of Phase 2 Plans

- a. **Comments from Jim Kerby (Council Chair)** - Jim expressed significant concern that the AIS Working Group has not met since May of 2025.
- b. **Date for proposed AIS “Workshop” and Next Steps** - Superintendent Jennifer Duquette advised that PCA staff were extremely busy with wildfire management this summer however she shared her concern that AIS is a priority. Jennifer shared some inspection and watercraft cleaning statistics from the summer months and proposed a meeting of PCA and the AIS Working Group take place in December of 2025 (date to be confirmed). Jennifer also mentioned Parks Canada 2026 funding to PANP for AIS is currently less than it was in 2025. She is hopeful this will change however that is unknown at this time.

12. “Discover Waskesiu” Destination Marketing Organization (DMO) Initiative Update

- a. **Status Update** - Jim Kerby advised Council that the DMO Working Group is making progress and continues to receive significant professional assistance from Todd Brandt of the Destinate Group on behalf of Tourism Saskatchewan. Draft organizational and supporting documents have recently been distributed to an initial group of potential stakeholders (including Waskesiu Hotel owners/operators, the Community Council, and the board of the Waskesiu Chamber of Commerce). Jim Kerby also reminded Council of our responsibility under the Statement of Purpose in the Waskesiu Community Council (Association) bylaws to “Promote the interests of the Waskesiu community ad Saskatchewan’s premiere resort community through the use of effective communication strategies...” Input from Council regarding the initial draft documents is strongly encouraged.



13. 2025 PANP Cottage Development Guidelines (CDG)

- a. Status Update – Scott Nesbitt indicated that the review of CDGs by the federal department of Justice is underway but incomplete and that PCA Realty may require further consultation and input from a “broader public sector”. (See Townsite Report for additional information).
- b. Next Steps – Scott will send an update to the CDG Working Group.

14. PANP Waste Management Sub-committee – Scott Nesbitt advised that PANP wants the new subcommittee to be a subcommittee of the Waskesiu Community Council that works with PCA and suggested the group not be too large to ensure efficiency of communication and operations. The committee will determine objectives including the current and future state and can definitely include members who are not Councillors. The following Councillors volunteered to sit on the new Waste Management subcommittee: Jaqueline Archer, Bentley Crozier, and Bob Cyr. Scott will draft an invitation for a start-up meeting of the new subcommittee sometime in next few weeks.

15. Vision 2028 and 100th Anniversary Meeting – Next meeting is not currently scheduled. Anticipate the second meeting in early to mid 2026. Council Chair to coordinate suitable date and time with all stakeholders.

16. Next Meeting Dates for Council:

- a. Friday, November 21, 2025
- b. December – no meeting currently scheduled.
- c. Friday, January 9, 2026
- d. Monday, February 9, 2026
- e. Friday, March 13, 2026
- f. Monday, April 13, 2026 (note Scott Nesbitt not able to attend but he will likely arrange for coverage in his absence).
- g. Monday, May 11, 2026
- h. Monday, June 15, 2026
- i. Monday, July 13, 2026

17. Other business – None

18. Motion to Adjourn

12:03 pm - Moved by Rob Phillips

Carried

Action Items (From the October 30, 2025 Council Meeting)

ACTION ITEM: PCA to arrange and host an Emergency Management Update and “What We Learned” presentation by PCA to Council, to be held sometime during the first four months of 2026.

ACTION ITEM: PCA to provide Council with an electronic copy of the current Waskesiu Community Plan and the current Park Management Plan. (Townsite Manager suggested first steps would be to review the existing Waskesiu Community Plan and highlight any items that should be tabled for discussion. It was also noted there are some provisions that cannot be changed due to legislation and/or PCA policy requirements so that could restrict flexibility.)

ACTION ITEM: Townsite Manager to provide Council with the final version of the Tree Removal Policy and Permitting Process & Application documents including changes requested by Council.

Action Items (From the September 22, 2025 Council Meeting)

ACTION ITEM: Council Administrator to research the subscription cost of the Microsoft virtual meeting software program “TEAMS” and to canvas other Waskesiu groups to see if there is a desire to share the costs of the program and/or the cost to purchase virtual meeting hardware similar to that owned by PCA. One important aspect to consider is finding a location that could be home for the meeting equipment and that has sufficient room to host combined virtual and in-person meetings. *Ongoing. Council Chair and Administrator will reach out to Councillor Phillips in the near future to get his thoughts and suggestions.*

ACTION ITEM: Parks Canada to develop a Statement of Work for a conceptual redesign of the Waskesiu breakwater. *Ongoing.*

ACTION ITEM: The Townsite Manager will liaise with PCA Assets Department to develop a one-page communication piece on seasonal start-up to water services, similar to the shut-down of water services, to share with Waskesiu residents. The draft will be presented and reviewed in partnership with the Waskesiu Community Council. *Ongoing.*

ACTION ITEM: Subject to certain specified conditions and restrictions, PCA has approved the potential use of the concrete coating material suggested by Councillor Phillips. PCA (Townsite Manager and his designated team) will follow up with Councillor Phillips on whether, how and/or when this particular product might potentially be tested and/or utilized on the breakwater.

Action Items (From the May 12, 2025 Council Meeting)

ACTION ITEM: PCA and Council to set up a committee to visualize and develop a plan for potentially refurbishing/enhancing the breakwater as a 100th Anniversary celebration project. *To be revisited after the Statement of Work is completed and related design proposals have*

been received. Ongoing.

STANDING ACTION ITEMS

ACTION ITEM: Parks Canada to provide updates to Council on the Riffle Dam and planned repairs. *Work to repair the Riffle Dam is scheduled for the fall of 2025, with work scheduled to begin during the first week of November.*

ACTION ITEM: PCA to provide regular status updates on all major Commercial Developments in the Waskesiu townsite.

ACTION ITEM: PCA to send the Compliance Report on water quality annually to Council, typically in March each year. Upon receipt, it is then posted by the Council Administrator (under the “Our Community” section of the Waskesiu.org website).

ACTION ITEM: If there are any projects PCA is prepared to have the WCC add to the Community Action Plan, PCA to promptly provide to Council so that the Community Action Plan can be updated.

ACTION ITEM: Council to do an annual check of the “Waskesiu Vision 2028” document and the Community Action Plan and see what needs to be added or changed.

ACTION ITEM: PCA/Council/WSRA (as applicable) to continue to consider a plan to put real and/or fake security cameras at the entrance to the park, or in other locations (including the entrances to the cottage and cabin areas).

Waskesiu Community Council Meeting Report
Oct 30, 2025
Prepared by: Scott Nesbitt, A/Townsite Manager
Meeting Location: PANP Visitor Centre

Townsite Staffing

- Townsite Manager – Scott Nesbitt
- Realty and Compliance Advisor – Coralee Foster
- Realty and Development Officer – Michael Obe
- Townsite Clerck - Vacant

Cabin and Cottage Areas

- Year to Date, 51 development permits since Mar. 31, 2024.
- This is +9 permits over last year and we expect at least two more cabin applications before Christmas.

Regulations, Policy, Directives & Guidelines

Land Use Planning Regulations

- We have received two additional templates to support the Land Use Planning Development Process
 - i. Certificate of Completion
 - ii. Letter of Forbearance for occupancy prior to completion
 - 1. Note: there is a new \$125 fee for this letter.
- We will “localize” these national templates with PANP branding for use.

Cottage Development Guidelines

- PCA Realty & DoJ review of guidelines is incomplete.
 - PCA Realty suggested there maybe a requirement for broader public and/or section 35 consultations. DoJ will make determination.

Commercial Development/Business Licencing

- SaskTel Fiberoptic Upgrades
 - SaskTel has submitted their plans for the fiberoptic distribution upgrades in Waskesiu. It shows that fiberoptic services will be available to all properties within Waskesiu.
 - These plans are currently being reviewed for Impact Assessment.
 - These plans will move a significant portion of the Telecom. And power transmission lines underground (between subdivisions).
 - There is a significant utility infrastructure review and a potentially a significant archeological assessment required.
 - The later may have implications on project timelines.

Infrastructure and Utilities

Waskesiu River Riffle Dam Repairs

- Equipment arrived on site Monday with work scheduled to begin this week.
- Estimated to be complete within 3 weeks.

Waskesiu Breakwater

- Parks Canada is working to find funds available within our budgets to support concept drawings.
- EIA Review of Intercrete is complete. The product can be used on the breakwater, but caution and mitigations need to be in place during the installation and until the product is fully cured.

Waste Management Options Analysis & WCC Sub-committee

- **Waiting for comments / feedback from council on reports.**
- PCA Sub-committee Reps. will be,
 - Christine Hamilton, Asset Manager
 - Hugo Watt, Roads and Sanitation Supervisor
 - Scott Nesbitt, Townsite Manager (PCA Sub-committee Co-chair)
- At the last meeting we discussed Bently Cozier and Jaqueline Archer to rep. WCC and Chamber on the sub-committee. WSRA was to nominate a rep.

Townsite Sanitary Sewer Rehabilitation

- This winter, PCA will replace a defective pump in sewage **correction - Lift Station #3**. Contract is awarded and install is pending contractor schedule (winter 2025/26). Est. cost \$105K. – **No update**

Water Treatment Plant

- UV filter replacement design **correction – design contract awarded followed by the install contract when design is complete**. Anticipated to be completed this winter. Est. cost of engineering design for the new filter \$83K
 - Design includes 2 UV filters (redundancy design) at approx. \$120K each. The system will be functional on one filter if available funding cannot cover complete project cost for 2 filters.
 - **No additional update**
- Raw water pump replacement contract awarded (lakeside pump house). Work anticipated to be complete over the winter. Est. cost \$100K – **no update**
- THM Mitigations
 - Hydrants were flushed in the spring shoulder season to clean lines and reduce the amount of time chlorine “rests” in the lines and breaks down into THMs.
 - Clear Water Reservoir cleaning to take place over the winter. This is regular maintenance that can effectively reduce THM production. Est. cost \$20K
 - **Contract Complete, final cost \$90k**

Townsite Compliance

- **No compliance update**

Park Management

Emergency Management Planning

- PCA will arrange a Buhl Fire “What we’ve learned” presentation to council at a meeting early in the new year (Jan. or Feb.).

Bicycle Safety

- Parks Canada is interested in supporting Councillors Cyr and Croziers as they strategize how to address bicycle safety in Waskesiu and PANP.

Blue Green Algae

- Parks Canada continues to work on finalizing messaging and communications protocol advisory to be used for Blue-Green Algae reports in the future.

Vegetation Management

- Edits provided by Council Chair / Jim K. were primarily grammatical and will be updated within the protocol doc.
- The protocol will be discussed at council meeting on 10/30/2025.

Canada Strong Pass

- The Gov. of Canada announced it will continue the Canada Strong Pass again in 2026.
- Parks Canada is waiting for updates on the implementation of the 2026 Canada Strong Pass and how this might further affect visitors who purchased an annual pass in 2025.