

WASKESIU COMMUNITY COUNCIL

PUBLIC MEETING MINUTES



DATE: Friday, January 26, 2024
TIME: 9:00 a.m. – 1:00 p.m. (Saskatchewan Time)
LOCATION: Virtual Via ZOOM

Attending Via ZOOM – Councillor Jim Kerby (Chair), Councillor Rob Phillips (Vice Chair) (Rob left the meeting at 11:15 a.m.), Councillor Jennifer Wood (Sec./Treasurer), Councillor Jacqueline Archer, Councillor Bentley Crozier, Councillor Linda Lavallee, Councillor Bob Cyr

Also Attending Via ZOOM - From Parks Canada Agency – outgoing Acting Field Unit Superintendent Carmen Hancock, incoming Acting Field Unit Superintendent Jennifer Duquette, Waskesiu Townsite Manager Gregg Rutten, Prince Albert National Park Fire Management Officer Glenn Rupert (11:30 am - noon presentation)

1. **Call to Order** **9:07 a.m.**
2. **Motion to move the Council Meeting “In-Camera”**
Jennifer Wood/Bob Cyr *Carried*
3. **Motion to terminate the “In-Camera” portion of the Council Meeting** **10:00 a.m.**
Jacqueline Archer/Jennifer Wood *Carried*
4. **Land Acknowledgement - Council Chair**
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. **Adoption of the Agenda for the Public Meeting of Council as circulated**
Rob Phillips/Bob Cyr *Carried*
6. **Adoption of the Meeting Minutes of December 1, 2023 as circulated**
Jacqueline Archer/Bentley Crozier *Carried*
7. **Northern Prairies Field Unit / Update Regarding Acting Field Unit Superintendent** - Carmen Hancock & Jennifer Duquette
 - Acting Field Unit Superintendent Carmen Hancock reported that her assignment ends January 31st and Jennifer Duquette will take over the Acting Field Unit Superintendent position, effective February 1st, arriving in Waskesiu on February 12th.
 - Council Chair thanked Carmen her for the great work she did as Acting Field Unit Superintendent in relation to PANP.

- Council Chair also welcomed back Jennifer Duquette, who had been Acting Field Unit Superintendent for PANP in 2022.

8. Review of Outstanding Action Items/Related Status Updates - a review of each of the Action Items and their status was undertaken by Council, and the Action Items were updated by the Administrator accordingly. (See attached list of updated Action Items)

9. Correspondence (for information only unless otherwise noted with an asterisk*)

- Email received December 7 from Carla Flaman, PCA External Relations Manager, regarding planning for streamlined communication

- Email received December 31 from Councillor Bob Cyr, regarding 2023 PANP Freight Trails Proposal

- Email received January 16 from Scott Nesbitt, Realty and Development Advisor PANP, regarding an Invitation to the January Round Table with Prince Albert National Park Management Team

- Email received January 18 from Waskesiu Fire Chief regarding 2023 Annual Report for the Waskesiu Fire Department*

10. Townsite Report – Gregg Rutten, Townsite Manager, Parks Canada Agency

(See the December 1, 2023 Townsite Report accompanying these Minutes.)

- Additional information added to the Townsite Report at the time of presentation:

Commercial Development/Business Licencing

3. Kapasiwin

PCA has approved the request to build staff accommodations and two other buildings on the site.

11. PCA Wildfire Fuel Reduction Activities in Waskesiu Winter 2023/24 - 20-minute presentation followed by a Q & A session with Council

- Glenn Rupert, Fire Management Officer, Prince Albert National Park, introduced himself to Council and gave a brief history of his work on the Wildfire Risk Reduction (WRR) program. Glenn's presentation helped to educate Council on the WRR program, recent WRR activities, and how important the fuel break and its ongoing maintenance is to our community.

- Council Chair thanked Glenn for his presentation.

- Discussion ensued.

12. Brief Report on the January 2024 Round Table event with First Nations and PANP Management Team Representatives – Bob Cyr and Bentley Crozier

- Councillor Cyr thanked PCA for the invitation to Council to have representatives attend the second Round Table event. He commented that it was, once again, an eye opener and how valuable the information was for him and Council. He also complimented Scott Nesbitt for all his hard work on the events.

- On behalf of Council, Councillor Cyr requested that Council would like to get ongoing updates on the status of the "Shared Governance" initiatives and that all Councillors share the desire and willingness to help in any way they can.

- Councillor Crozier echoed Councillor Cyr's remarks.

- Council Chair and Councillor Lavallee stated they are also interested in getting involved with these initiatives if the opportunity presents itself. Council recognizes that it is a privilege to attend and participate.

13. PCA / Council April 2024 Special Meeting - Agenda Co-Development Update & Next Steps - Carmen Hancock and Jim Kerby

- Council Chair stated that Council and PCA will continue to work together to update the proposed agenda for the special meeting on “alignment of priorities”, and will select an April meeting date.

ACTION ITEM: PCA will promptly send Council potential meeting dates in April, and Council Chair and Councillor Cyr will provide PCA with their comments regarding the draft meeting agenda that was recently forwarded by Gregg Rutten.

14. 2023 Annual Report from the Waskesiu Fire Department - brief review and comments from PCA and Council

- Council Chair commented it was a very thorough report and noted one of the items needed by the WVFD, a special washing machine, might be an item that the Waskesiu Foundation has funds to assist the fire department.

- Acting Field Superintendent Hancock also commented that this was a very thorough report and the details will help PCA with the allocations of funds.

15. Potential SaskTel High Speed Internet (Fibre Optic Cable) Improvements for Waskesiu - Rob Phillips

- Councillor Phillips reached out to SaskTel as follow up to the concerns brought forward at the Waskesiu Seasonal Residents Association 2023 AGM. These concerns are about the issues of the limitation of DSL (Digital Subscriber Line) in Waskesiu. He has been informed by SaskTel that they will be doing fibre optic improvements throughout the province and the Waskesiu townsite is on a list to *potentially* get these improvements in the next year or two.

- Councillor Phillips noted that, if this were to transpire, the entire townsite will have unlimited access to the high-speed internet. He will keep Council and PCA informed of any progress.

16. Waskesiu Recreation Area Renewal “Phase 3” - Brief Update & Request for Timely PCA Response - Jim Kerby

- Council Chair explained the concept of the potential Waskesiu Recreation Area Renewal “Phase 3” project near the tennis courts area.

- A communication has been sent to PCA to request approval in principle for the project and/or to identify any PCA objections. PCA has been asked to respond to the WRA by the end of February. The WRA has requested this timely PCA response because, if this project moves forward, fundraising will have to begin this spring, with construction work commencing soon after the September long weekend.

-The Townsite Manager advised that he will get back to the WRA by the end of February.

17. 2023 PANP Freight Trails Proposal - Bob Cyr

- This item has been deferred to the February 26 Council meeting.

18. Other Business (if any)

- There was no other business discussed.

19. Future Meeting Dates:

Monday, February 26 – Virtual via ZOOM

Friday, April 19 – Virtual via Zoom

Friday, June 7th – Location to Be Determined

Saturday, August 10th – Annual General Meeting, Terrace Gardens

20. Adjournment

- Motion to adjourn made by Jacqueline Archer.

Carried

12:07 p.m.

Action Items (From the January 26, 2024 Council Meeting)

ACTION ITEM: PCA will promptly send Council potential meeting dates in April, and Council Chair and Councillor Cyr will provide PCA with their comments regarding the draft meeting agenda that was recently forwarded by Gregg Rutten.

Action Items (From the December 1, 2023 Council Meeting)

ACTION ITEM: Parks Canada to provide an update to Council on the Riffle Dam once repairs have been made. *Ongoing.*

ACTION ITEM: Tom Perry, Ecologist Team Leader for Prince Albert National Park, to share PCA's Aquatic Invasive Species (AIS) communication plan with Council once it has been written. If deemed of value by PCA, an AIS working group (comprised of representatives from PCA, Council and other stakeholders) will be established. *Ongoing.*

Action Items (From the October 16, 2023 Council Meeting)

ACTION ITEM: Council Chair has requested PCA (Carla Flaman or the Townsite Manager) to set up a telephone call with Acting Superintendent Hancock to determine how to advance the school bus service issue in PANP. *Council Chair discussed this item recently with Acting Superintendent Hancock. The Townsite Manager is now heading up this item and will report to Council. Ongoing.*

ACTION ITEM: PCA to check to ensure the Riffle Dam on the Waskesiu River is actually working properly (according to the original design) and report back to Council. *An assessment of the riffle dam was made and PCA has determined that the dam is "leaking" water (on the right-hand side of the river when facing downstream). The Resource Conservation staff and the Asset team are now aware of this issue and plans are being made to ensure that the riffle dam is repaired so that it operates in the manner originally planned. See December 1, 2023 Action Item above.*

ACTION ITEM: Council, via the Council's Administrator, will provide PCA with some dates to choose from for the proposed half-day meeting with Council/PCA to review and discuss PCA Budget Priorities/Capital Planning, including the with the Vision 2028 Community Action Plan. *PCA will propose some dates in April for Council to consider (and Council Administrator will then send out a Doodle Poll to Council members with potential meeting date options to choose from). Ongoing.*

Action Items (From the September 1, 2023 Council Meeting)

ACTION ITEM: During the winter season, Council is to discuss Fire Smarting initiatives with Parks Canada for the Waskesiu community, including how Fire Smarting relates to the new Tree Removal Policy. *Ongoing.*

ACTION ITEM: Council to further contemplate having a PCA policy/directive regarding bicycle use in the townsite, including dealing with proper etiquette and safety regulations. *There will be a start to communications worked on by the Townsite Manager, Councillor Phillips, and supported by Carla Flaman. Ongoing.*

Action Items (From the June 23, 2023 Council Meeting)

ACTION ITEM: Council Chair, Townsite Manager, and Acting Field Unit Superintendent to establish an initial working committee for PANP's 100th anniversary celebrations in 2028. PCA to provide information to Council regarding what was done in other national parks for their centennial and/or other major landmark celebrations. *It is extremely important to involve Indigenous people and Metis in the celebration planning and development. Ongoing.*

Action Items (From the September 2, 2022, Council Meeting)

ACTION ITEM: PCA to look into how school bus service is handled in other National Park townsites where there are no schools and provide the history of what PCA has done in the past to support this service for Waskesiu year-round residents. *Superintendent Duquette reported that two other national parks in Canada have no schools on site and they contribute to support this service for the children of their staff only. PCA will continue to gather information on this subject. PCA agreed to provide a brief discussion paper to Council on this subject. Work will be on-going throughout the winter months. Councillors Archer and Crozier have volunteered to work with PCA on this project. Superintendent Martin will follow up with local school division superintendents. Superintendent Martin met with the Saskatchewan Rivers School Division Board and political representatives from the rural municipalities. The issue of busing was on the agenda. Superintendent Martin discussed the needs at Waskesiu and will be meeting the Director of Education to discuss options. Councillors Crozier and Archer will be invited to attend that meeting. Acting Superintendent Hancock, or the Townsite Manager, will investigate this issue with Calvert Martin and will report back prior to the next meeting of Council. Council has requested the Townsite Manager to consider if someone from Council could assist with this issue. Ongoing.*

STANDING ACTION ITEMS

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). *Parks Canada is still considering this matter.*

Waskesiu Community Council Meeting Report
January 26, 2024
Prepared by: Gregg Rutten, Townsite Manager
Meeting Location: Virtual

*Please note – new information is highlighted in **bold**.

Cabin and Cottage Areas

1. Waskesiu Townsite Parking Strategy

Parking issues in Waskesiu can be divided into two separate areas – on street parking and cabin/cottage area parking. PCA has initiated a street parking strategy for the townsite to address some of the issues that arise from inappropriate parking. The main issues are congestion and public safety.

- Further work is required on a strategy for the cabin and cottage subdivisions in Waskesiu. Such a strategy will be developed with input from the Waskesiu Seasonal Residents Association and the Waskesiu Community Council for implementation post 2017.
- PCA asset staff installed 4 signs (“30 minute parking”) around the fish shack on Lakeview Drive. Remaining signs to be installed in 2-3 vehicle stalls in front of Waskesiu Trading Company in spring.
- Townsite manager will meet with representatives of the WSRA to determine next steps regarding a parking strategy for the cabin and cottage subdivisions.
- PCA and WSRA Representatives will meet to discuss cabin/cottage area parking on February 8, 2019.
- PCA and WSRA representatives will be meeting in late April to discuss parking, potential amendments to the Cabin Development Guidelines, and National Energy Code requirements.
- PCA confirming a meeting date with the WSRA.
- Waskesiu Marina has been issued a building permit for development of additional dry boat/trailer storage that will be offered to seasonal residents at discounted rates.
- PCA has provided a draft proposal to the WSRA for review. WSRA and PCA will be meeting on March 20, 2020 to discuss the draft.
- Townsite Manager and WSRA President have resumed discussions regarding parking in the Parcel “x” cabin area.
- Discussion resulted in the idea of prohibiting the parking of boats on cabin area streets (Bluebird-Pelican) similar to the existing prohibition on Waskesiu Drive.
- Also discussed was a “rubber off of the asphalt” policy for all other vehicles.
- There was also discussion around enforcing the use of the two required parking stalls on cabin area lots. This would involve requiring lessees to remove items such as gazebos and patio furniture from their designated parking stalls.
- More discussion is required regarding other areas in the townsite.
- Enforcement may be an issue.
- PCA is preparing a draft issues/options analysis which will be shared with Council ahead of the May 6, 2022 meeting of Council.
- Report not available for May 6 meeting. PCA will provide a report ahead of the June meeting of Council.
- PCA will engage a consultant this fiscal year to analyze and provide recommendations towards a parking strategy for Waskesiu, with an emphasis on alleviating safety concerns related to parking within the townsite.

- Townsite Manager and Superintendent met with Rob Phillips on July 22, 2022 to walk through the cabin area (parcel X).
- Various topics were discussed including parking issues and options for improvement.
- Recommendation from WVFD Chief is to keep boats and other vehicles off of the asphalt surface when parked. This will allow room for the fire truck/emergency response vehicles to access cabin area streets.
- WCC and PCA will develop communication for Parcel X regarding the “rubber off the road” policy, for implementation in 2023.
- Further discussion and planning is required regarding parking policy in other areas of the Waskesiu townsite.
- Draft wording for the “Rubber off the Road” policy for the Waskesiu cabin area has been developed and shared with the WSRA for review.
- PCA communications team is working on final wording for “Rubber off the Road” policy for the Waskesiu cabin area and roll-out of communication plan for spring 2023 including newsletters, electronic bulletin board and social media posts.
- Compliance plan developed for PCA compliance and townsite staff to issue “friendly reminders” to vehicle owners in violation of the policy starting in spring 2023.
- “Rubber off the Road” messaging for the cabin area in Waskesiu has been developed in collaboration with the WSRA.
- The communication message has been sent to the WSRA for inclusion in their 2023 newsletter.
- Parks Canada will distribute flyers door to door in the cabin area with details about this policy.
- Messaging will also be posted on waskesiu.org.
- Initial compliance actions will involve “friendly reminders” placed on windshields by PCA staff.
- Patrols by PCA staff indicate most people are complying with this policy.
- A few people have been reminded of the policy as staff have been completing other work in the cabin area.
- **No update at time of report.**

2. Land Use Planning Regulations/Cottage Development Guidelines

- The National Planning and Permitting Process to modernize development regulations in National Parks is nearing the final stages of approval and completion.
- One of the regulations being modernized is the *National Parks Cottages Regulations*.
- The new regulations will allow for more local policy decisions regarding cottage development.
- Parks Canada intends to work with the Waskesiu Seasonal Residents Association and the Waskesiu Community Council in the development and implementation of a “cottage Development Guideline” document, similar to the “Cabin Development Guidelines”.
- PCA National Office Realty will offer support for roll-out for the new regulations, once they are approved.
- A working group has been identified including representatives from PCA and the WSRA.
- The latest update on the new regulations indicates the earliest “coming into force” of the new regulations will be 2024.

- PCA to produce a draft version of the “Cottage Development Guidelines” for the working group to review by March 1, 2023.
- An initial meeting of the group is being scheduled for December 2022.
- Townsite Manager has started working on the draft “Cottage Development Guidelines”.
- The draft incorporates comments PCA has received from the working group.
- The draft will be available for review by the working group by February 15, 2023.
- A draft “cottage development guidelines” document has been circulated to the working group for review and comment.
- The next meeting of the working group to discuss the draft document is scheduled for May 1, 2023.
- Meeting between PCA and the working group on May 1, 2023 was productive.
- The working group returned a revised draft to PCA on May 18, 2023 for review and comment.
- PCA has reviewed and responded to questions/comments from the draft copy of the guidelines provided by the working group.
- A meeting of the working group is scheduled for September 8.
- There was a productive meeting of the working group on September 8, 2023. Items of mutual interest were discussed.
- The working group is working on a revised draft of the guidelines based on those discussions for further consideration by PCA.
- **Public consultation on the new regulations and fees closed on October 30, 2023.**
- **Next steps for the regulations are:**
 - o **The release of a What We Heard Report outlining feedback from consultations.**
 - o **The regulations may be refined, and PCA will share details on these prior to advancing.**
 - o **PCA is continuing to refine the Interpretive Guidelines and developing tools and templates to support implementation.**

Commercial Development/Business Licencing

3. Kapasiwin

A development permit has been issued for the re-development of the Kapasiwin Bungalow Camp. The developers completed a detailed impact assessment (including public consultation) as part of their application for the development permit.

- A building permit has been issued for one of the staff accommodation buildings. Construction is expected over the fall/winter.
- The Leaseholders are exploring the installation of deep water and sewer to the Kapasiwin site.
- A building permit for installation of deep water and sewer infrastructure was issued on January 15, 2020.
- Plans for a second staff accommodation building have been received by Parks Canada, currently under review.
- Conceptual design for the second staff accommodation cabin not approved by PCA
- Installation of deep water and sewer is underway.
- PCA has received some feedback expressing concern over damage to the cycling/walking path surface (old road).

- Repairs to any damage as a result of this project are the responsibility of the leaseholder to repair. PCA has contacted the leaseholder to establish a timeline for the repairs.
- A building permit was issued for the construction of staff cabin A2.
- A building permit was been issued for the tree removal and site grading required for installation of the 520 ft² rental cabins associated with phase 3 of the development.
- PCA is currently reviewing plans for the phase 3 rental cabin units.
- PCA has issued a building permit for the Phase 3 rental cabin units.
- PCA has reviewed and approved construction plans for a laundry/towel exchange/shop building.
- A request was received from the developers to retain one of the old cabins as a “heritage cabin”, to be preserved on the Licence of Occupation designated for the property right-of-way. This request was supported by other individuals / organizations within the community.
- Parks Canada informed the developer that we were willing to make allowance for the retention of the heritage cabin on the Parcel K leasehold but not the right-of-way licence of occupation. If the developer chose not to include the cabin on the lease, PCA is willing to allow the cabin to be stored in the SX parcel for a period up to 1 year for interested parties to propose a new location / use for the cabin. Following the 1-year period the cabin is to be removed if no agreement is reached. No official response from the developer at the time of this report.
- Property owners have been issued a letter, as per Section 27 of the National Parks of Canada general regulations, ordering them to remove chairs and equipment from the public beach.
- Owners requested to have Kapasiwin added to wayfinding signs on highway #264. Request was denied but during the review, it was found that existing signage for Kapasiwin and Lost Creek Resort does not meet current PCA signage guidelines. PCA will work with the owners to have these signs updated.
- BIA (Environmental Assessment) for electrical upgrades to Kapasiwin has been completed and signed off. A building permit for the work has been issued by PCA. Work expected to commence imminently.
- Work on this development is substantially complete.
- PCA is awaiting final inspection reports and completion of landscaping and roadway paving at the site.
- **PCA has approved**

4. Development Proposal from Lakeview Hotel

PCA has received a development permit application from the owners of the Lakeview Hotel to develop a commercial accommodation building on the currently vacant lot at 811 Lakeview Drive.

- The proposed development includes five commercial accommodation units, one staff accommodation unit and a main floor office/retail space fronting Lakeview Drive.
- Council has voiced a concern over the potential loss of availability of hotel type accommodation in Waskesiu.
- PCA continues to work with the leaseholder on details of current operations and requirements for subdivision of the property.
- PCA will be meeting with the leaseholders in the coming weeks to discuss concerns and questions about the operations and business model for the Lakeview.
- PCA met with leaseholders on January 24, 2020. More information forthcoming from leaseholder for PCA review.
- PCA has held discussions with the leaseholders regarding the current business model.

- In the coming months, the leaseholders will be submitting a development proposal for Lot 9. Currently vacant.
- Property owners have been issued a letter, as per Section 27 of the National Parks of Canada general regulations, ordering them to remove construction materials and make the lot in such condition that they can control invasive plants.
- Property owners are proposing the sub-division of the lot for sale and development.
- The construction materials have been removed from the vacant lot adjacent to the Lakeview.
- **No Update at time of Report.**

5. Fire Prevention Inspections

- A notice of Fire Prevention inspection was issued to Waskesiu Business community on August 31.
- Inspections are scheduled to take place the week of Sept. 27
- During a visit by Parks Canada's Fire Protection Engineer to Waskesiu Lake (conducting a fire flow study of the hydrant system), several businesses and private dwellings were observed to be improperly using barbecues on balconies and decks as well as improperly storing significant quantities of propane cylinders. These issues are in contravention of the National Fire Code of Canada - 2015 Edition and CSA B149.2-15, "Propane storage and handling code".
- A memo was issued to the Field Unit by the PCA Chief Fire Engineer that this significant fire risk would need to be addressed as soon as possible.
- The notice to business owners included the requirement for proper use of propane appliances (BBQs) and storage of propane cylinders.
- Inspectors will issue orders of compliance to business owners who have not taken steps to bring their propane issues into compliance.
- These orders may require businesses to remove propane appliances if they cannot meet the safety standards.
- Fire Prevention inspections may reveal additional safety issues that might result in further compliance orders.
- Future communications will share the requirement for proper use of propane appliances (BBQs) and storage of propane cylinders with seasonal residents.
- Fire Prevention Inspections are anticipated to become annual in the future (similar to public health inspections).
- The results of these inspections will also be used to complete a Community Structural Fire Risk assessment. This assessment and the fire flow study will help in decisions with regards to the Waskesiu Fire Dept. and water utility infrastructure in Waskesiu.
- PCA awaits the final report from the Fire protection engineer.
- One business was ordered to close immediately during the inspection until the required corrections are completed and inspected.
- Two other businesses were required to alter their normal procedures and perform hourly "fire checks" until alarm system repairs are completed.
- PCA will make the passing of a fire inspection a requirement in order to obtain a business licence for PANP.
- Reports from the fire inspector have been provided to all businesses where deficiencies were noted.
- PCA locally is working with the notified businesses to determine timelines to bring the noted deficiencies into compliance.
- Official notice has been sent from to business owners that have not provided an action plan to correct deficiencies to PCA that their business licences will not be issued until they do so.

- All businesses noted above have submitted action plans to remedy deficiencies noted in the fire inspector's reports.
- 3 additional reports have been sent to businesses since March 1. These businesses need to submit action plans to the townsite office.
- Townsite manager has been following up with businesses to assess their progress on correcting deficiencies identified by the fire inspector.
- All but 2 businesses have submitted action plans. These 2 businesses have been notified verbally that plans are required and PCA will follow up with a letter notifying them that business licences may be suspended until these reports are received by PCA.
- All action plans have been received.
- Lessees continue to work on correcting deficiencies.
- Follow up inspections planned for late summer 2023.
- **Follow up inspections have been delayed until spring 2024.**

6. Commercial Leasehold "Clean up"

- **Townsite staff intend to carry out a targeted program to work with commercial leaseholders to "tidy up" their leasehold properties.**
- **Over time several concerns have been observed by townsite staff (and others), including items being stored outside of leasehold boundaries or within required setbacks, accumulations of building materials or surplus equipment and other items, improperly stored garbage or recycling, and other similar situations will be addressed.**
- **This clutter can be unsightly for park visitors and depending on the materials or items being stored, may present a fire or health and safety hazard.**
- **Generally, commercial leases contain clauses that require leaseholders to keep their properties in a state "acceptable to the superintendent".**
- **Beginning in spring 2024, townsite staff will inspect commercial leaseholds throughout the townsite and work with business operators on options to deal with any issue identified.**
- **Intent of this project is not to single out or punish anyone, but rather to work together to ensure lease conditions are being met, remove any potential hazards and to present the townsite in a positive way to park residents and visitors.**

Infrastructure and Utilities

7. Waskesiu Townsite Dock and Breakwater

- Renewal of these structures is included in the vision 2020 document as part of the main beach renewal plan.
- Divers completed an assessment of the breakwater and paddle wheeler dock in 2017. Results indicated that the breakwater is in good condition and requires minimal recapitalization. The paddle wheeler dock is at the end of its useful life.
- A draft conceptual map of main beach area was discussed at the January WCC meeting.
- Parks Canada will provide an updated map based on that discussion at the April meeting of council.

- Revised maps have been provided to Council. Final updates to maps pending. PCA will provide updated maps to council at the June 22 meeting or prior to that if available.
- Updated maps included with June 18, 2018 townsite report
- Possible that dock will be removed before end of March 2019 pending internal PANP approval of funding. Work would take about 2-3 weeks. The project would completely remove both the dock and the subsurface components.
- Dock removal is complete.
- Communication about boat use in the area, mooring and future plans for upgrades to the breakwater have been posted on Waskesiu.org and will be included in the PCA update in the WSRA newsletter.
- PCA is discussing options for this. Any upgrades would be done as part of the breakwater re-capitalization scheduled for 2020.
- Timing of this work will be determined at the NPFU face to face management meeting in March 2020.
- This project was discussed as a priority for PANP. Dates for the work to be determined.
- Finger Docks were purchased in October, with the intent to have them installed by March 2021.
- The docks are the same design as those at the main marina and will remain in place year round.
- PCA continues to work with consultants on design specifications for the repair.
- Project will be put up for tender once design is finalized.
- Docks have been installed but will remain “out of service” until stabilizing piles and protective edging can be installed following ice-out.
- One of the new docks started breaking away from the breakwater due to failing concrete and has since been completely removed. Remaining doc is functional.
- No additional information regarding repair / replacement was available at the time of this report.
- Breakwater dock operated with only one dock for the 2021 season. Despite this, there was no “congestion or conflict” among users. Boaters used the dock as a loading and unloading space with little to no abuse (long term parking).
- The breakwater docks and resurfacing remain a park priority on the long term investment plan and the vision 2028 lakefront development plan.
- An inspection of the underwater structure of the breakwater is being planned for this year.
- This inspection is part of a 5 year inspection schedule.
- Contract for inspection services has gone to tender.
- PCA expects the inspection to be complete by the end of October 2023.
- Contract for inspections of main beach and main marina breakwater have been awarded.
- Inspections will occur in fall 2023.
- Inspections were completed in November 2023.
- PCA is awaiting the results of these inspections from the consultant.
- **Draft reports have been received and are currently being reviewed by PCA.**

8. Solid Waste Management/Recycling

- PCA has determined that the state of the construction waste roll off bin located at the recycling depot in Waskesiu was unacceptable.
- In consulting with PCA asset management section, the volume of metal and other items piled beside/behind/in front of the roll-off bin was representative of the volumes they have removed in the past 2 years.
- The volume was more obvious this year because PCA did not have the resources to remove this material with any regularity.
- PCA has formed an internal committee to discuss options for the roll off bin service as well as recycling and composting in Waskesiu and PANP.
- PCA welcomes suggestions or ideas from council on ways to improve waste management in Waskesiu.
- The findings of the PCA committee will be shared with council for review and comment prior to any policy changes affecting residents and visitors.
- Currently PCA is exploring options to relocate the roll-off bin and potentially fencing it and staffing it for specified hours.
- This is being done in the context of solid waste management and recycling in all of Waskesiu.
- PCA intends to relocate the construction waste roll off bin to the "SX" storage area located adjacent to the Park Operations Centre.
- The area will be fenced and will have specified operating hours (7 days/week, 7:30am-4:00pm)
- PCA intends to have staff present at the site to monitor items being disposed.
- PCA asset management staff are working with suppliers to provide a metal/appliance recycling bin at this location also.
- PCA is investigating options for the collection of household kitchen compost in Waskesiu.
- Roll-off bin being re-located to fenced location in SX parcel near compound. Construction is underway and expected to be complete May 14. specified operating hours, 7 days/week, 7:30am-4:00pm
- Space is large enough for two bins, however no "bulky waste"/ metal bin will be provided at this time. PCA anticipates managing this waste inside the fenced area.
- Barricades have been placed at the former roll off location and have been successful in deterring dumping in that location.
- Administrators of the Waskesiu Buy & Sell Facebook page have been supportive of the effort to stop dumping in the park and are encouraging on-line trade of unwanted items rather than the "Waskesiu Ikea" method.
- As per the coms. strategy, a waste management brochure is in the final draft stages. Intended to be distributed with summer bill out.
- Waste management brochure was included in summer W/S/G bill out.
- PCA is proposing that a comprehensive Waste Management Directive be developed in accordance to Section 8 of the National Parks of Canada Garbage Regulations - "No person shall discard or dispose of or deposit garbage anywhere in a park except in such places and at such times and under such conditions as the superintendent may authorize".
- The existing "Yard waste directive" would become a component of the larger Waste Management Directive.
- The process of creating this new directive would identify the "conditions" required for the disposal of waste in the park and identify gaps in the current waste management processes in PANP.
- Townsite Manager to resume development of this policy/directive.
- Development of this policy will occur over the fall/winter of 2022-23.
- Working group to be established with input from Townsite Manager and Asset Manager.

- Working group has been identified. First meeting scheduled for October 31, 2022.
- Drafting of policy document is underway.
- Draft of the policy document is currently under internal review by PCA.
- Surveillance cameras have been installed at the roll-off bin this season. At the time of this report one person has been spoked to by Park Wardens, and required to remove, inappropriate material dumped on site.
- Parks Canada has engaged with a company based in Prince Albert to supply and manage a compost bin for kitchen waste.
- The bin will be located at the recycling depot downtown in Waskesiu.
- The service will be available beginning July 1, 2023.
- The compost bin was not placed into service this summer due to unforeseen circumstances on the part of the contractor supplying the service.
- PCA is hopeful the service will be available for 2024.
- The compost contractor has contacted PCA, they are available again to collect compost from Waskesiu.
- PCA working with the contractor to obtain bear-proof bins for this service.
- Service will start immediately once bins have been procured.
- **Compost service is scheduled to resume in spring of 2024 – June.**

9. Waste Management Options Analysis

- In anticipation of the McPhee Lake landfill being decommissioned in the next 2 years, PCA is undertaking a waste management options analysis beginning this winter.
- This assessment will look at options for disposal of household waste from Prince Albert National Park including the townsite of Waskesiu.
- The analysis will look at options such as transfer stations, larger garbage trucks, staffing requirements, contracting if some services among other items.
- A statement of work is being developed to have a consultant look at options for:
 - Ways to reduce all waste and other material (including recycling, organic material, hazardous waste, etc) generated by Waskesiu and PANP
 - Options for disposal of household waste once the Landfill at McFee lake is no longer available.
- **Contract is expected to be awarded on January 23, 2023.**

10. Townsite Firewood

- Firewood cost for Parks Canada annually are approximately \$200K (supply and staff time)
- Approximately \$130K is recovered through firewood use permits in campgrounds
- In an effort to reduce costs resulting from firewood theft and overuse, the number of firewood piles in the townsite day use area is being reduced.
- The firewood piles closest to the community hall and ball diamond will be removed leaving one main pile close to the shower building.
- Camp kitchens in the townsite will have individual firewood bins placed directly beside them.
- Parks Canada is exploring further options to reduce cost associated with firewood use in the Park.
- PCA internal working group will be meeting throughout the winter to look at options for firewood and cost reductions for this service.
- The working group continues to meet and discuss options.
- **No update at time of report.**

Vegetation Management

11. Tree Removal Permits

- PCA is revising the procedure for assessing and approving trees for removal in the townsite of Waskesiu.
- Factors being assessed include:
 - o removal of trees for development purposes
 - o hazard tree assessment
 - o replanting/landscaping requirements
 - o fire smart requirements
 - o Erosion control
 - o Migratory bird nesting period

- More information will be shared with Council as it becomes available.
- PCA welcomes any input and feedback from Council.
- First draft of policy has been distributed for internal PCA review.
- A rough draft of this policy will be provided to Council ahead of the March 25, 2022 meeting.
- Tree removal policy draft is not available at the time of report.
- The migratory bird nesting period is April 30 – August 31. Only trees that present a significant hazard to health or property will be considered for removal during this period.
- Townsite manager is working with PANP Impact Assessment specialist to finalize a draft of this policy.
- Draft to be reviewed and discussed with Council ahead of 2023 operating season at the May meeting of Council.
- A draft of this policy has been reviewed by PCA staff and managers.
- A copy of the draft has been provided to the WCC for review and comment.
- PCA has revised its internal processes for reviewing hazard tree removal permit applications.
- An internal PCA working group has been formed to finalize a tree removal policy for Waskesiu and areas outside of the townsite.
- **A draft copy of the hazard tree removal protocol will be provided to council in early February for discussion at the February 26 meeting of council.**