



**WSRA 2024 Annual General Meeting
Meeting Minutes**

Saturday, August 31, 2024 at 9:00 am
Terrace Gardens, Waskesiu Lake

Directors Present: Terry Baerg, Ron Jones, Rob Oswald, Rob Phillips, Paul Pinder, Kelly Prodanuk, Conor Quinn, Kurt Wintermute

Director Regrets: Jennifer Wood

1. **Called to order** at 9:05 am by Kurt Wintermute. Minutes recorded by guest Raylene Kershaw.

2. **Welcome & Land Acknowledgement**
Welcome and land acknowledgement by Kurt.

When checking in, you would have been asked if your membership is up to date. Need to be a member in good standing to receive a ballot. One ballot per membership (membership relates to one cabin or cottage). Raise one hand per membership when voting. Printed copies of the agenda and proposed motions are available at the back of the room. The full meeting package was emailed (August 14) and posted on the website (August 15). A few printed copies are at the back. During the meeting, please stand and state your name so it can be recorded for the minutes.

3. **Adoption of the August 31, 2024 AGM Agenda**
Motion to adopt the August 31, 2024 AGM agenda.
Jake Burlet/Rob Phillips

Carried

4. **Introduction of WSRA Directors & Administrator**

Kurt introduced directors and the committees they are a part of:

- Kurt Wintermute (Incumbent Director, Governance, Cottage Development Guidelines)
- Rob Phillips (Outgoing President, Cabin Guidelines, Cottage Development Guidelines, Governance)
- Conor Quinn (Outgoing Director, Communications)
- Paul Pinder (Incumbent Director, Membership, Cottage Development Guidelines)
- Ron Jones (Membership)

- Kelly Prodanuk (Outgoing Treasurer/Secretary)
- Terry Baerg (Governance)
- Rob Oswald (Communications)
- Jennifer Wood (Chair, Incumbent Director, Cottage Development Guidelines, Governance)

Raylene Kershaw (Administrator)

5. Adoption of the July 23, 2023 AGM Meeting Minutes

Motion to approve the July 23, 2023 AGM minutes.

Kelly Prodanuk/Rob Phillips

Carried

6. Financial Reporting – Kelly Prodanuk

Treasurer's Report (sent in advance as part of the AGM package)

The December 31, 2023 Year end financial statements was completed as a "Compilation Engagement Report" by the Chartered Professional Accountant.

Balance Sheet

Assets consist of cash and various term deposits on deposit with RBC Royal Bank. Balances decreased \$1,609 year over year.

Liabilities consist of the year end accounting bill.

Deferred income represents the \$100, 5 year WSRA memberships that have been received but the revenue is deferred annually over the 5 year term of the membership.

Income and Expense Statement

Total 2023 revenue increased \$5,958 compared to 2022.

Expenses decreased \$4,006 in 2023 as a result of:

1. Reduced admin cost, after our membership services work was completed.
2. Reduced Professional fees. Legal fees were incurred in 2022 to review new cottage regulations and guidelines, and review/amend WSRA By-Laws.

Donations were made to the Waskesiu Foundation (\$1,500) and the Waskesiu Children's Festival (\$500).

WSRA recorded a small net profit of \$1,900 in 2023.

The Board reviews it's financial controls each year to ensure they are effective and appropriate.

Subsequent Events

The Grey Owl Howl committee requested the banking service for the event be transferred to the Waskesiu Recreation Association (WRA). This request was agreed to and the WSRA provided a \$2,500 donation to the WRA in 2024 representing the Howl's 2023 event profit.

The Board approved a small increase in WSRA membership fees effective August 10, 2024. The one year membership fee increases \$5 to \$35, and the five year membership increases \$25 to \$125.

No anticipation of future legal fees on the cottage development guidelines.

The high balance of net assets is by design. In the event of a major issue such as spruce budworm, there could be significant cost requirements potentially incurred by the WSRA (to mitigate or solve the issue), so maintaining a healthy balance is a deliberate goal.

Adoption of the Financial Statements for the year ended December 31, 2023

Motion that the Financial Statements of The Waskesiu Seasonal Residents Association Inc. for the financial year ended December 31, 2023 and the Compilation Engagement Report of the Chartered Professional Accountant are approved.

Kelly Prodanuk/Wayne Simpson

Carried

Waiver of Appointment of Auditor

Motion that the appointment of an Auditor for the fiscal year 2024 is waived.

Kelly Prodanuk/Scott McCreath

Carried

Appointment of Accountant

Motion that the accounting firm of Byron J. Reynolds CPA be reappointed as the Accountant for The Waskesiu Seasonal Residents Association Inc. for the fiscal year 2024.

Kelly Prodanuk/Herb Pinder

Carried

7. Committee Reports (sent in advance as part of the AGM package; directors highlighted parts of their reports in person)

- **Chair** – Jennifer Wood; delivered by Kurt in place of Jennifer
Welcome back Waskesiu Seasonal Residents!

I am delighted to welcome you back to the lake this summer enjoying time with family and friends.

It has been a privilege to serve as your Board Chair and I am honoured to provide an overview of the WSRA activities and achievements over the past year.

The WSRA is a volunteer organization comprised of a dedicated group of board members that have seasonal residences in the cabin or cottage areas. WSRA's

mandate is to work with Parks Canada Agency (PCA), the Waskesiu Community Council (WCC) and other vested stakeholder organizations in relation to matters of common interest to cabin and cottage leaseholders as well as matters pertaining to the occupancy, leasing, use, maintenance and improvement of seasonal residences in PANP. WSRA also has an interest in ensuring that we protect, promote and enhance the townsite and PANP. Our Board is a dedicated group (of diverse skill sets) of cabin and cottage owners. The Board's role is to act in the best interests of the Association and stay true to our mandate.

WSRA has had a long-standing committee dedicated to updating the cottage development guidelines similar to the way the WSRA led the way with establishing cabin guidelines. There has been continued significant work over the past year in the development of the Land Use Planning Regulations and the Cottage Development Guidelines.

The WSRA continues to engage legal expertise (an expense) and other valuable key resources to review the proposed Land Use Planning Regulations with the added requirement to ensure the new proposed Waskesiu Cottage Development Guidelines will align and be specific to our townsite. A subcommittee collaboration comprised of the WSRA, Waskesiu Community Council and other vested community organizations continue to work with local and national PCA representatives in regard to the Land Use Planning Regulations. PCA's plan is to have the Land Use Planning Regulations process completed by late 2024 or early 2025. There have been numerous stakeholder engagement sessions gathering feedback from stakeholders across Canada and I am proud to say that the WSRA has and will continue to have a strong voice through the review and updating of the Land Use Planning Regulations.

WSRA, WCC and PCA, in collaboration, have also made significant advances in moving the draft cottage regulations closer to completion. Various meetings have been held over the past year as the goal is to complete the cottage regulations in time to coincide with the implementation of the Land Use Planning Regulations.

The Board has determined it is imperative to maintain good working documents (good governance) ensuring communications (emails, newsletter and AGM) are delivered and received. The WSRA therefore has incurred a relatively small administrative expense this year and will in future years. We have heard from you, and it is encouraging to hear from the membership, a strong appreciation of the increased communication.

A specific communication piece I would like to draw everyone's attention to is Aquatic Invasive Species (AIS). A lot of material has been circulated through the WSRA and PCA. Please educate yourselves and others and help keep all AIS out of PANP. It is important we all play a part to keep our waters free of AIS.

We can effectively communicate to the community due to the fact that we have a strong membership base. So, I have an ask to you, our membership. When you see a cabin or cottage sell, please introduce yourself to the new owners and explain the value of the WSRA. Our membership is our strength.

As my report is coming to an end, I would like to restate what an amazing group of board members we have serving the WSRA. They bring their talent, time and experience not just at board meetings but throughout the year for the betterment of this amazing community we call home in the summer. I would like to take this opportunity to thank 3 retiring board members this year: Conor Quinn, Rob Phillips, and Kelly Prodanuk. I would also like to acknowledge one board member, Cheryl Cuelenaere, who unfortunately passed away suddenly this past year. We will all miss Cheryl and her enthusiasm for life, family and causes near and dear to her heart including Waskesiu and the WSRA. We are so blessed to have had Cheryl be part of our lives.

Lastly the WSRA continues to work with Council, PCA and all the other organizations in Waskesiu towards completion of Vision 2028, a plan that ensures Waskesiu, PANP is a strong and vibrant community for future generations, while respecting and maintaining the principles that guide Parks Canada. Vision 2028 coincides with the centennial celebration for PANP. The planning has begun.

- **President – Rob Phillips**

The fall of 2023 and spring of 2024 have been busy for the WSRA Board as we have worked with Parks Canada and the Waskesiu Community Council on two key items including New regulations for cottage construction within the Waskesiu Lake townsite, AIS (Aquatic Invasive Species) & Zebra Mussels, Fibre Optic Infrastructure within the Waskesiu townsite.

Items to update are:

New Cottage Construction Guidelines

Further to the Land Use discussion Parks Canada, the Waskesiu Community Council and Waskesiu Seasonal Residents Association have discussed Waskesiu townsite specific construction guidelines for the cottage sites. Modeled off the long existing Cabin Construction Guidelines we now have detailed guidelines that will assist cottage lease holders plan for both new construction and additions to current structures. A final draft of these documents will be available for reading and we hope that adoption of the cottage guidelines will be in place before year's end.

Aquatic Invasive Species

Zebra Mussels are an invasive species that are now in parts of Canada. Specifically, Clear Water Lake has been closed to boat use (navigable

watercraft) for the 2024 season. The WCC and WSRA are working with Parks Canada to both educate and put in place processes to fight / ensure that AIS including Zebra Mussels are put in place to keep Waskesiu Lake and the other waterbodies within the Park clean.

Fibre Optic Services

With regard to the upgrading of internet services within the community, SaskTel will be upgrading our DSL service in the Waskesiu Lake townsite on or before 2026. This upgrade will deal with the line length issues with DSL (copper based) service.

I hope that everyone has a happy and healthy summer at Waskesiu.

- **Membership** – Paul Pinder

The Membership Committee of the WSRA is tasked with promoting the WSRA and the benefits of being a member. Establishing a membership that includes a significant portion of the community supports a healthy community and creates a strong voice for the WSRA. Through the membership the Communications Committee can provide information to the group.

An email database is part of the membership information which allows the WSRA to communicate with the membership. In addition to the annual WSRA letter, various communications occur throughout the year. In July emails went out to those members whose membership expired in 2023.

Membership stats:

Number of current memberships	394 (403)*
Number of memberships that will expire in 2024	65 (20)
Total number of Cabins in the PANP	451
Total number of Cottages in the PANP	119
Total Combined	570
Percent of Cabins/Cottages that are WSRA Members	69%

The membership drive in 2024 will include an email notification (completed in June) and canvassing at the AGM.

Information will be available at the AGM on the status of all memberships or request your membership status by emailing us at waskesiusra@gmail.com.

*(x) 2023 numbers

- **Communications** – Conor Quinn & Rob Oswald

The WSRA communicates with our members through emails, our annual newsletter and via

<https://www.waskesiu.org/waskesiu-seasonal-residents-associa>. We proactively

send emails to give our members notice about issues and events relevant to your seasonal residence and experience in our community. These emails include information from Parks Canada, Waskesiu Community Council, the Waskesiu Foundation, the Waskesiu Recreation Association and other organizations when appropriate. We also email members on the status of their membership and renewal options, and encourage members to contact us via email with any comments or questions. Our email is: waskesiusra@gmail.com.

Our Spring Newsletter includes detailed submissions from our WSRA Executive, Parks Canada and a variety of other community groups. The newsletter is circulated to our members via email, and we also distribute a number of paper copies that can be found at various business locations and the Parks Canada Administration office, while supplies last. The WSRA Board of Directors is very appreciative of the work done by former Board member Kathy Ponath who does a tremendous job assembling and formatting the newsletter content!

Additional information about the WSRA's goals, objectives and proceedings can be found at <https://www.waskesiu.org/waskesiu-seasonal-residents-associa>.

- **Governance – Kurt Wintermute**

- WSRA Amended and Restated Bylaw #1**

- No further amendments to Bylaws recommended at this time.

- Directors**

- A vote was held at the 2023 AGM on July 23, 2023 under the Amended and Restated Bylaw#1 providing for staggered 2-year terms
 - 3 from cottage area; 3 from cabin area; 3 either category
 - There were ten (10) nominees for nine (9) Board positions at the 2023 AGM and the following were elected:

- Cottage Area

- Jennifer Wood (Cottage area) 2-year term
 - Kelly Prodanuk (Cottage area) 2-year term
 - Cheryl Cuelenaere (Cottage area) 1-year term

- Cabin Area

- Kurt Wintermute (Cabin area) 2-year term
 - Conor Quinn (Cabin area) 2-year term
 - Rob Phillips (Cabin area) 1-year term

- Open Category

- Paul Pinder (Cottage area) 2-year term
 - Terry Baerg (Cabin area) 1-year term
 - Ron Jones (Cottage area) 1-year term

- o Since the 2023 AGM, Kelly Prodanuk, Conor Quinn and Rob Phillips have advised that they will be resigning as Board members effective as of the commencement of the election/appointment of new Board members on the day of the 2024 AGM. As well, sadly on December 30, 2023, Cheryl Cuelenaere passed away, leaving a vacant position on the Board.
- o At the WSRA Governance meeting held on February 13, 2024, it was recommended that a motion be made at the next Board meeting to appoint Rob Oswald to fill Cheryl's vacant position on the Board until the next AGM in accordance with section 7.7 of the Amended and Restated Bylaw #1.
- o Motion to appoint Rob Oswald to the Board until the 2024 AGM was approved at the March 13, 2024 Board meeting, and Rob was appointed to serve on the Communications Committee in place of Cheryl
- o Accordingly, at the 2024 AGM, the following Directors will be considered incumbent Directors not subject to vote:

Cottage Area:

- Jennifer Wood – 1-year term remaining

Cabin Area:

- Kurt Wintermute – 1-year term remaining

Open Category:

- Paul Pinder – 1-year term remaining

The following six (6) Director positions will be open for voting at the 2024 AGM:

1) Cottage Area:

- 1 Position 2-year term (highest number of votes in Cottage Area)
- 1 Position 1-year term (to fill 1-year term vacated by Kelly Prodanuk)(second highest number of votes in Cottage Area)

2) Cabin Area:

- 1 Position 2-year term (highest number of votes in Cabin Area)
- 1 Position 1-year term (to fill 1-year term vacated by Conor Quinn)(second highest number of votes in Cabin Area)

3) Open Category:

- 2 Positions – 2-year terms (highest and second highest number of votes after 1) and 2) above, without regard to Cottage or Cabin Area)

The following Incumbent Directors are seeking re-election to the Board:

- 1) Ron Jones (Cottage)
- 2) Terry Baerg (Cabin)

The following Individuals have been duly nominated for election to the Board:

- 1) Robert Hawkins (Cottage)
- 2) Rob Oswald (Cabin)
- 3) Erin Gagne Harder (Cabin)
- 4) Tom Holfeld (Cabin)
- 5) Josh Opheim (Cabin)

- o Bios of Incumbent Directors seeking re-election and bios of Individuals duly nominated for election were sent in advance as part of the AGM package

- **New Regulations & Cottage Development Guidelines – Kurt Wintermute**

2024 Update and Summary of Draft National Parks of Canada Land Use Planning Regulations and the Cottage Development Guidelines

- o On August 2, 2023, the WSRA was advised that the Minister approved the Treasury Board submission package and with that, the *National Parks of Canada Land Use Planning Regulations* will be proceeding to *Canada Gazette*, Part I in the fall of 2024. We were advised that Parks Canada Agency (PCA) would be submitting the package for the September 21st Treasury Board meeting, resulting in the Regulations being published in *Canada Gazette* on September 30th. Publication in *Canada Gazette*, Part I is an opportunity for the public to comment on the Regulation and is a standard step in the regulatory approval process.
- o We were also advised that the Minister also approved Parks Canada to undertake principle-based consultation on fees and services standards. This consultation took place on the Bang the Table website and was open for 30-days, in tandem with the publication of the Regulations in *Canada Gazette*.
- o On August 2, 2023, Greg Rutten, Townsite Manager, PANP also advised that his team was working on providing comments on the most recent version of the draft Cottage Development Guidelines prepared by the Joint Committee (consisting of members of the Waskesiu Community Council (WCC) and the WSRA) on May 13, 2023.
- o On August 11, 2023 a response was received from Gregg Rutten, with comments from the Parks Canada working group on the draft Cottage

Development Guidelines and a joint meeting was scheduled to review the comments for September 8, 2023.

- On September 8, 2023, a pre-discussion was held by the WSRA and WCC joint committee regarding the revisions and comments provided by Parks Canada on the draft Guidelines.
- The meeting on September 8, 2023 proceeded and was attended by Jennifer Wood, Rob Phillips, Kurt Wintermute, Jim Kerby, Herb Pinder, Gregg Rutten and Scott Nesbitt
- The main topics discussed at the September 8, 2023 meeting were:
 - Cottage square footage (the possibility of moving to 1,600 sq ft rather than 1,399 sq ft which has been accepted as an increase from the current 1,200 sq ft);
 - Grandfathering clause for larger cottages if destroyed to rebuild to same size;
 - Walkout Basement possibility on certain lots (provided area counts for square footage);
 - Definition of a “deck” and the difference between a “deck” and “patio”;
 - Parking in the cottage area – 1 stall is the current requirement in the cottage area, but PCA is seeking 2 parking stalls similar to cabin area;
 - Skirting for decks and where it may not make sense;
 - Accessory buildings and the setback requirement from the cottage;
 - Informal Dispute Resolution clause;
 - National Building Code – how this applies to renovations
 - Landscape Development/Landscape plans
- It was agreed following the September 8, 2023 meeting that the WSRA/WCC joint committee would prepare the next draft of the Guidelines to provide to PCA
- In January 2024, further revisions to the draft Guidelines were circulated to the WSRA/WCC joint committee members, and a meeting was set for the WSRA/WCC group to review and discuss the revisions for April 8, 2024, prior to meeting again with PCA.
- At the April 8, 2024 meeting between the WSRA/WCC joint committee it was confirmed that the *National Parks of Canada Land Use Planning Regulations* had still not been enacted, and they were not expected to be enacted until later in the Summer or early Fall.
- As well, it was confirmed that the draft Regulations published in the Canada Gazette in the Fall of 2023 did include and increase from 1,200 sq ft to 1,399 sq ft cottage size for Waskesiu, and a grandfathering provision allowing for oversized cottages destroyed to be built back to their original size.

- o The April 8, 2024 meeting involved a lengthy discussion of all the changes made to the draft Guidelines, and the WSRA/WCC joint committee confirmed their positions on the outstanding issues for a future meeting with the Parks Canada group and a copy of the revised Guidelines was provided to Gregg Rutten for the next meeting which was scheduled for July 18, 2023.
- o Parks Canada provided their comments to the latest revisions of the Guidelines on July 17, 2024 prior to the meeting on July 18, 2024.
- o The meeting between the WSRA/WCC working group and Parks Canada (Gregg Rutten, Scott Nesbitt and Jennifer Duquette (Acting Superintendent)) proceeded on July 18, 2023 and detailed discussions occurred regarding the latest revisions and Parks Canada's comments. During the discussions, agreement was obtained on a significant number of outstanding issues. The main issues that continue to require further discussion and agreement relate to the number of parking stalls to be required in the Cottage Area (which would only apply to future cottage developments) and the process to determine what would be considered the "front yard" (which relates to set back requirements in the Guidelines) for certain cottage lots.
- o It was agreed that the next draft of the Guidelines would be prepared by the WSRA/WCC working group, with language for some clauses provided by the Parks Canada group. It was also discussed that a joint PowerPoint presentation summarizing the Guidelines at a high level would be put together to be presented jointly by the WSRA and Parks Canada at the WSRA AGM.
- o On July 25, 2024, Parks Canada advised as follows regarding the *National Parks of Canada Land Use Planning Regulations*:

Online consultations were held from September 30th to November 22, 2023 on the draft *National Parks of Canada Land Use Planning Regulations* as they were posted for pre-publication the [Canada Gazette, Part I](#), and on Parks Canada's approach to setting fees and service standards for land use planning services. Previous consultations related to the program scope and regulatory drafting occurred in 2018-2019 and 2022 – the results of which continue to inform implementation planning.

The What We Heard Report from the 2023 consultations [is now available](#). The report summarizes input received and outlines next steps for the Land Use Planning Program.

What happens next?

Parks Canada is finalizing the regulatory package and fee proposal. Once approved, they will be posted in the *Canada Gazette*. We will

provide notice to you once the regulations and corresponding fees for land use planning services come into force and effect.

To learn more about the program, please visit the Land Use Planning Program [consultation website](#).

- o Both working groups are in agreement to work together to attempt to have the draft Waskesiu Cottage Development Guidelines in place prior to the implementation of the *Land Use Planning Regulations* (which is expected to occur sometime in October 2024), which will result in the repeal of the current *Cottage Regulations*.

2023 Update and Summary of Draft National Parks of Canada Land Use Planning Regulations and the Cottage Development Guidelines

- o June 13, 2022, a document prepared by the WSRA entitled "*Update and Summary of Draft National Parks of Canada Land Use Planning Regulations*" was circulated to Members.
- o This document provided a high-level summary of the most significant implications of the draft *New Regulations* for our Members, which, upon coming into force, will result in the repeal of the National Parks of *Canada Cottages Regulations*, the *National Parks Building Regulations* and the *National Parks Signs Regulations*.
- o The *New Regulations* **are still in draft form and are not yet in force.**
- o Copies of the draft *New Regulations* and *Interpretative Guidelines on the Administration of Parks Canada Land Use Planning Regulations* can be located at <https://parkscanadaplanningpermits.ca/have-your-say> and information regarding the project timeline can be found at <https://parkscanadaplanningpermits.ca>.
- o In September 2022, a Joint Committee was struck consisting of members of the Waskesiu Community Council (WCC) and the WSRA to request a meeting with Gregg Rutten, Townsite Manager, PANP and Calvin Martin, Park Superintendent, and Parks Canada and their advisors Daniel Mercer, to raise concerns that had been identified regarding the *New Regulations* and *Interpretive Guidelines* as summarized in the previous *Summary* circulated to WSRA Members, and to seek further involvement in the process and for the development of specific Cottage Development Guidelines for Waskesiu.
- o On September 26, 2022, a 2-hour video conference was held with the joint WCC/WSRA Committee and Gregg Rutten, and other representatives of Parks Canada and Daniel Mercer, to raise the concerns regarding the *New Regulations* and *Guidelines* and to discuss what will be put in place when the *Cottage Regulations* are repealed to govern cottage development. The discussion and comments from the Joint Committee were well received and the main result of this meeting was an agreement

by Gregg Rutten arrange a follow up meeting to specifically discuss the process for the preparation of draft Cottage Development Guidelines for Waskesiu and his commitment to involve the joint WCC/WSRA committee in this process.

- o A follow up meeting was held with the Joint Committee and Gregg Rutten on December 19, 2022. The topics discussed included the timing of the completion of the first draft of the Cottage Development Guidelines by Gregg Rutten, and specific cottage development issues/areas of concern that the Joint Committee wanted to see addressed in these Guidelines, and a subsequent meeting to be held with Gregg after the first draft of the Cottage Development Guidelines had been circulated to allow the Joint Committee to provide its comments and concerns. Gregg Rutten made a commitment to attempt to provide the first draft by March 1, 2023.
- o On March 8, 2023, Gregg Rutten provided an update that he and others had been working on the draft Cottage Development Guidelines for the last 2 months and that they would be circulated shortly.
- o The first draft of the Cottage Development Guidelines was provided to the Joint Committee on April 4, 2023.
- o The members of the Joint Committee reviewed the draft Cottage Development Guidelines in detail and circulated written comments internally. In addition, comments were sought by the Joint Committee from other professionals who have been involved cottage design and development in Waskesiu in the past and were aware of the issues that had been encountered in dealing with the Park. All the comments of Joint Committee members and outside professionals were then summarized in a master document presented to Gregg Rutten and a further meeting was held with Gregg Rutten and the Joint Committee on May 1, 2023 to review and consider the comments provided to date. The response to the comments and concerns raised by the Joint Committee were well received by Gregg Rutten, and it was agreed that the second draft of the Cottage Development Guidelines would be prepared by the Joint Committee for Gregg's consideration.
- o On May 17, 2023, the second draft of the Waskesiu Cottage Development Guidelines was provided on behalf of the Joint Committee to Gregg Rutten.
- o To date, a further response from Gregg Rutten to the second draft of the Cottage Development Guidelines has not been received and no follow up meeting has been scheduled, although there are plans to do so following the busy summer months.
- o One of the key issues being addressed in the Cottage Development Guidelines relates to increasing the permitted size of Cottages in Waskesiu to bring it more in line with other National Parks across Canada where cottage development of up to 1,600 square feet is permitted. Such

request to increase Cottage size in Waskesiu would be subject to the Cottage lot in question allowing the floor size while complying with all the relevant front yard, side yard, rear yard, and height requirements.

- o Due to the breadth of the issues being addressed regarding the draft Cottage Development Guidelines, it is proposed that a separate information session be arranged with interested Members to provide further details as the AGM is not the appropriate forum for such a detailed discussion that does not affect the entire WSRA Membership.

Kurt provided an in-person update and presentation on the Cottage Development Guidelines. Highlights include:

- At the federal regulation level – increase to cottage size from 1194.8 sq ft to 1399.3 sq ft
- Current cottages less than 1399.3 sq ft will be allowed to expand provided all building codes and setback requirements are met
- Grandfathering clause – if you had a permit issued under the former regulations, it will be valid; if you have a fire you can rebuild to the original square footage (complying with building codes)
- Current issue being addressed – do we need to comply with all the energy codes considering this is a seasonal residence?
- Certain types of routine maintenance do not require permits
- Set back requirements – defined by what is your front yard, side yard and backyard; where you have vehicle access is considered your front yard but there are exceptions; still working on finding a way to determine correctly where the front yard is; please get in contact with us if you feel you might be one of the exceptions
- Parking stalls – PCA is asking for no less than 2 parking stalls per site; current cottage regulations only require 1 parking stall; grandfathering clause which deals with structures applies; right now under the proposed guidelines you would need 2 parking stalls; working on this
- Main floor areas/basements – walk out basements allowed where natural slope of the cottage lot would permit development but counts in square footage
- Crawl spaces have a maximum height of 2 m (6.5 ft)
- Maximum cottage height 1.5 stories or 6 m whichever is lesser
- Skirting required around decks
- Water boxes must be fully accessible to PCA employees
- Accessory building size doesn't change; can have a permanent slab foundation; building has to be at least 4ft from cottage
- Patio vs deck definition
- Landscaping – tree removal permit required to remove or delimb any tree or shrub on leasehold property
- Informal dispute process implemented in the guidelines

Responses to questions that arose:

- Proposed Cottage Development Guidelines are a working document and not available to members right now. Within a short period of time, we might be able to circulate a copy and have a video conference meeting for cottage owners if that is wanted. The Cottage Development Guidelines presentation will be posted on the website.
- The Acting Superintendent has the full power of the Superintendent and the guidelines can be signed when ready.
- At this time, it is believed there are no plans by PCA to expand the cabin or cottage base.

8. **WSRA Question & Answer Session**

- Question: Can the WSRA send the membership their pre-election info including eligibility and deadline dates for nominees and review the process with the membership?
 - Response from WSRA: We can include a notification in our newsletter and an email concerning the June 30 deadline for nominations as a director; provide an email with a half page bio to put your name forward.
- Question: Have the bylaws been amended recently?
 - Response from WSRA: No, the bylaws have not been amended. Amendments can't happen without taking it to the membership.
- Question: Can the option to join the AGM virtually be a consideration?
 - Response from WSRA: Hybrid meetings with a combination of in person and also online attendees or a purely virtual meeting would require a bylaw change; would need 2/3 approval to change the bylaws. Statistically we have a good representation of members. Hybrid or virtual meetings have challenges related to tech requirements, would need to engage technical advisors, voting can be complicated as you can't see who is virtually voting, in order to vote you have to be a paid member, would have to set a cutoff date for paid memberships.
- Question: What were the circumstances that arose that led to the AGM being rescheduled?
 - Response from WSRA: We have tried to coordinate our AGM date with Parks Canada's Q & A and Waskesiu Community Council's AGM. This year, the date that was set for the joint meeting didn't work for our WSRA directors as three directors were not available.
- Question: Why was an individual appointed to the board and how were they chosen when a position become vacant after the passing of a director?
 - Response from WSRA: The board has the power under the bylaws to appoint a person on the board but only until the next AGM. The Governance committee looked at historical interest and how long

individuals have been involved in board activities before making a recommendation to the board. WSRA committees include individuals who are not board members. After the Governance committee recommendation, the board voted.

- Question: Can proxy votes be allowed?
 - Response from WSRA: There are a couple of types of proxy voting: Where you give the right to someone else to vote for you at a meeting or limited proxy where you tell them how to vote. A bylaw change would be required for proxy voting and would need to be passed by 2/3 of those present at the meeting. A challenge with proxy voting is a person could solicit general proxies to vote; need to consider if we want the ability for one person to cast 50 votes.
- Question: Can advance voting for an election be done?
 - Response from WSRA: We will take it under consideration.
- Question: Are members allowed to submit resolutions to be voted on?
 - Response from WSRA: Yes, but the process to do so is outlined in the Bylaws.
- Question: Can additional parking for the cabin area continue to be pursued?
 - Response from WSRA: We can but Parks Canada is not in a position to provide any budget for the expansion of parking.
- Question: Why did WSRA membership dues increase?
 - Response from WSRA: Fees haven't increased for a long time; fees were raised by a nominal amount due to rising costs and admin costs; we provided an opportunity to pay by a certain deadline to avoid paying the higher cost.
- Question: Does Parks Canada have a written fire suppression plan for Prince Albert National Park?
 - Response from WSRA: Waskesiu Community Council has inquired on this issue; between the WCC and WSRA we will not let it drop. Our townsite has a fire break which is maintained annually.
- Related question: Is there an evacuation plan in place?
 - Response from WSRA: There is a written plan localized to cell towers and it would send out a communication. We will ask for it and will share it when we can.
- Question: Aquatic Invasive Species – Is there a standardized procedure for owners of any craft to clean, drain, dry?

- o Response from WSRA: To clean you need a high pressure heated water source. Clean, drain, dry applies to boats, paddle boards, kayaks, canoes, tubes, floaties, sand toys, etc. and it is up to everyone to do it. There are processes documented for elsewhere such as a tag to say your boat has been inspected, tag gets cut off if you leave with your board, boat launching concentrated to one spot. We will have to come up with a process in place for our community. Aquatic invasive species is a hot issue for the WSRA and the Waskesiu Community Council.

Related question: Is there anything being handed out at the Park gates regarding aquatic invasive species?

- o Response from WSRA: Yes, but we need to get people to read it.
- Member suggestions:
 - o Have a 'business arising' section on the 2025 AGM agenda where items brought forward at the 2024 AGM could be considered by the board, discussed and brought back
 - o Suggestion to stream the AGM; not necessarily have voting as part of it

9. **Thank Retiring Board Members & Honouring Cheryl Cuelenaere**

Retiring board members Conor Quinn, Kelly Prodanuk and Rob Phillips were thanked for their service and the contributions of Cheryl Cuelenaere were honoured. It was noted Rob was a board member for 29 years, instrumental in many advancements that have occurred and a person who gets things done and moves things forward. Each retired board member and Cheryl's family were presented with a gift certificate for their cabin or cottage to be painted on canvas, provided by the WSRA and Black Spruce Gallery.

10. **Election of WSRA Board of Directors**

- Ballots
 - o Voting for 6 board members and there are 7 on the ballot
 - o Order of nominees on the ballots were determined by a random number generator
- Anyone who is a nominee is welcome to have a scrutineer to observe the vote counting process
- Vote counter volunteers were Gail Gelsinger, Joanne Kirby, Lynette Bohmann, Sheila Gagne, Myrna Bazylewski and Dan Boehm
- Last call for ballots at 11:15 am

The following Directors were considered incumbent Directors not subject to vote:

Cottage Area:

- Jennifer Wood – 1-year term remaining

Cabin Area:

- Kurt Wintermute – 1-year term remaining

Open Category:

- Paul Pinder – 1-year term remaining

The following six (6) Director positions were open for voting with the following results:

1) Cottage Area:

- 1 Position 2-year term (highest number of votes in Cottage Area) – Ron Jones
- 1 Position 1-year term (to fill 1-year term vacated by Kelly Prodanuk)(second highest number of votes in Cottage Area) – Robert Hawkins

2) Cabin Area:

- 1 Position 2-year term (highest number of votes in Cabin Area) – Rob Oswald
- 1 Position 1-year term (to fill 1-year term vacated by Conor Quinn)(second highest number of votes in Cabin Area) – Terry Baerg

3) Open Category:

- 2 Positions – 2-year terms (highest and second highest number of votes after 1) and 2) above, without regard to Cottage or Cabin Area) – Tom Holfeld & Josh Opheim

11. Other Business/Business Arising

This agenda item was brought forward ahead of the election. No new business was brought forward.

12. Adjournment

Motion to adjourn the meeting at 11:40 am

Rob Phillips

Carried