



WASKESIU COMMUNITY COUNCIL

DATE: Monday, September 22, 2025

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

LOCATION: Parks Canada Visitor Centre in person / Zoom & Teams
Virtual Meeting

MEETING MINUTES

Attending in person from Council: Councillor Jim Kerby (Chair), Councillor Jacqueline Archer, Councillor Bentley Crozier, and Councillor Bob Cyr.

Attending virtually from Council: Councillor Jennifer Wood (Secretary/Treasurer), and Councillor Linda Lavallee (Councillor Lavallee left the meeting during the In Camera session).

Attending in person from PCA: Waskesiu Townsite Manager Scott Nesbitt and Jeff Waslyk, Visitor Experience Manager.

Attending virtually from PCA: Cassandra (Projector Coordinator/Advisor to Field Unit Superintendent Jennifer Duquette).

Regrets from PCA: Jennifer Duquette (Field Unit Superintendent).

Regrets from Council: Rob Phillips (Vice Chair).

1. Call to Order 8:34 a.m.
2. Motion to move the Council Meeting *“In-Camera”*
Jacqueline Archer/Bob Cyr *Carried*
3. Motion to terminate the *“In-Camera”* portion of the Council Meeting 10:00 a.m.
Bob Cyr/Bentley Crozier
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
Jacqueline Archer/Bob Cyr *Carried*
6. Motion to Adopt the Council Meeting Minutes of:
 - a. June 30, 2025
Bentley Crozier/Bob Cyr *Carried*
 - b. August 15, 2025
Bob Cyr/Jacqueline Archer *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 Administrator accordingly. (See attached list of updated Action Items.)
8. **Townsite Report – Scott Nesbitt, Acting Townsite Manager** (See the September 22, 2025 Townsite Report accompanying these Minutes.)
9. **Memorandum of Understanding (“MOU”) between Parks Canada Agency and Council** – initial discussion and review. A very brief discussion regarding the MOU was conducted. A detailed review of the MOU has been deferred to the October meeting of Council.
10. **Red Deer Trailer Park** – Proposed Electrical System Upgrades/Shutdown Issue
 - A lengthy discussion ensued during which Council expressed significant concerns about how the plans related to the Red Deer Trailer Park electrical system upgrades were announced by PCA. Council was not briefed or able to comment when public inquiries were made or properly consulted about this project. The outcome of the discussion is that the Community Council has again offered to work together with PCA to get important information like this out to all the Waskesiu stakeholders and residents in a timely manner, with disclosure of the full details, to hopefully prevent any negative reactions in the community.
11. **Upcoming “Vision 2028” & 100th Anniversary Commemoration Meeting** - September 29, 2025 – brief discussion & overview
 - Council Chair asked the Townsite Manager to provide input and information regarding anything more to be added to the agenda regarding the upcoming “Vision 2028” Community Action Plan & 100th Anniversary Commemoration Meeting. The 100th Anniversary of the official opening of the Park is August 10, 2028.
12. **Aquatic Invasive Species (“AIS”) Phase 2** – Status update & proposed October workshop
 - The Townsite Manager reported there will be a workshop held in early November, exact date to be confirmed soon.
 - Council Chair said that Council, PCA, and community stakeholders have to make things happen more quickly in regards to the “AIS Phase 2” workshop and beyond. There isn’t much time to implement meaningful changes as part of Phase 2 in preparation for May of 2026.
13. **Meeting with MP Randy Hoback** – brief update for Parks Canada
 - Council received an email stating that MP Randy Hoback would like to meet with Council in August. The August 22nd meeting ended up being held jointly with the Waskesiu Community Council and the Elk Ridge Resort Village Council, and was held at Elk Ridge. Good discussions were held regarding the wants



and needs of both communities. Council was advised that Mr. Hoback has a good relationship with political and other officials that are involved with Parks Canada.

14. **PANP Cottage Development Guidelines 2025** – update from PCA (regarding the status of the DOJ review process). The Townsite Manager advised that an internal review by PCA was still underway and that the draft had not yet been submitted to the federal Department of Justice (DOJ). Council expressed concern about the lengthy delay given that the draft document was handed over to PCA in May, and was very surprised and disappointed to hear that no DOJ review had even started yet. Additional time was spent discussing some potential updates, clarifications and corrections to the draft 2025 PANP Cottage Development Guidelines prior to its eventual sign off by PCA, Council and the WSRA.
15. **Blue/Green Algae in Waskesiu Lake** – update from PCA
 - Updates on the blue/green algae issues were received through the Townsite Report.
16. **Waskesiu River Riffle Dam Repair** - update from PCA
 - Updates on the repair of the Waskesiu River Riffle Dam were received through the Townsite Report.
17. **WRA Request for Election of Additional Director (Cathy Cyr)**

Cathy Cyr has been recommended by the Board of the Waskesiu Recreation Association for election by Council as a new Director. (Note that Cathy Cyr is the wife of Councillor Bob Cyr who abstained from attending or speaking during this part of the meeting).

Motion: *“That the Waskesiu Community Council hereby elects Cathy Cyr to the Waskesiu Recreation Association Inc. Board of Directors effective as of September 22, 2025, and that the Chair of Council is hereby authorized and directed to take such steps, and complete such documentation, as may be necessary to give effect to this resolution.”*

Jacqueline Archer/Bentley Crozier

Carried* (*Councillor Bob Cyr abstained)

18. Next Meeting Dates for Council:

- a. Thursday, October 30.
- b. Friday, November 21.
- c. Friday, January 9, 2026.

ACTION ITEM: Council Administrator to establish meeting dates from February 2026 to the date of Council’s Annual General Meeting (AGM) on the August long weekend.

19. Other Business (if any)

- There was no other business.



20. Motion to Adjourn

1:12 p.m.

Motion to adjourn was made by Jacqueline Archer.

Carried

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.

ACTION ITEM: *Townsite Manager* to provide Council with the current draft of the Tree Removal Policy and Permitting Process & Application documents.

ACTION ITEM: Council Administrator to canvas and identify Councillors interested in working on a Waste Management Sub-committee with PCA.

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

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.

ACTION ITEM: The Townsite Manager to ask Gregg Rutten, PCA Environmental Impact Assessment Officer, to do an analysis of the product Councillor Phillips is proposing PCA use on top of the deteriorating breakwater surface to determine if the product can be used in PANP. If the results of that analysis are positive, Councillor Phillips will be asked to provide the cost of the product to PCA.

ACTION ITEM: Council Administrator to establish meeting dates from February 2026 to the date of Council/WSRA AGMs (on the August long weekend).

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.*

(From the October 3, 2024 Council Meeting)

ACTION ITEM: Council & PCA to schedule a Waskesiu Community Plan discussion to identify key issues and proposed changes. *Initial meeting with Council to be set for the fall of 2025 by PCA.*

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.*

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
Sept. 22, 2025
Prepared by: Scott Nesbitt, A/Townsite Manager
Meeting Location: PANP Visitor Centre

Townsite Staffing

- In July Paulette Hodgson announced her plans to retire at the end of the 2025 summer season. Paulette's last day is Oct. 1, 2025
 - We are working with Finance to secure salary dollars to make the town clerk position a full 1.0 FTE (year round) position.
 - Staffing action to be initiated in early Oct. with tentative start in Jan. 2026.
- Scott Nesbitt remains Acting Townsite Manager for the foreseeable future.

Cabin and Cottage Areas

- Several new development applications for Sub 3.
 - 4 Approved, 1 remains under review
 - Demolition permits have been approved for 3 cabin removals.
 - Building permits pending.

Regulations, Policy, Directives & Guidelines

Land Use Planning Regulations

- We're still waiting on some of the new permit templates, but we are functionally applying the new Land Use Planning Regulations. -No update

Cottage Development Guidelines

- The draft guidelines have been working well so far. We have had to make some interpretive judgement calls.
 - Pergola structure with retractable awning attached to the cottage is considered a permanent roof structure. Therefor interpreted as "covered deck".
 - We are currently reviewing cottage plans that push the definition of "1 ½ story". There is a not on file from PCA architect the further explains ½ story requirement. Consider adding this note to the guidelines at the next review.
- 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

- Redevelopment of the Wishing Well Property on-going. Owner has indicated that it will remain a retail / souvenir shop.

Infrastructure and Utilities

Waskesiu River Riffle Dam Repairs

- Contract awarded with repairs scheduled to begin the first week of Oct.
- Waskesiu River Trail / Area Closure to begin Oct. 1, 2025.
- Work is anticipated to take 2 – 3 weeks to complete.

Waskesiu Breakwater

- Parks Canada meet with Councillor Lavallee and Architect Patrick Steward earlier this year and received some guidance and direction on advancing “concept drawings” for the potential breakwater renewal. Costs for these concept drawings can vary from \$1500 to \$3000 each depending on the SoW and deliverable specifications.
- Parks Canada installed plywood “spacers” to bridge the gaps and mitigate the safety hazard cause by the breakwater segment separation. These mitigations proved effective and can be duplicated in the future provided the gaps don’t grow to large.
- If spatial separation continues / becomes worse, the breakwater may need to be closed. A fence and Gate would be installed to discourage access to closed sections.

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)
- PCA would like the committee to meet monthly to advance a formal PANP Waste Management Directive and identify / mitigate operational waste management issues before the next operational season.

Townsite Firewood

- The spring extreme fire hazard conditions and the Buhl Fire resulted in fires bans for most of the 2025 season. For this reason, the new Firewood policy was not properly piloted. PCA will attempt to pilot the program again in 2026.

Townsite Sanitary Sewer Rehabilitation

- PCA continues to move forward with critical infrastructure upgrades.
- Following the completion of the Cast-in-place sewer repairs to subs 1, 2 and 3 over the past winter, 2026 will see PCA complete the design and contracting parameters required to secure funding for the next phase of repairs in 2027.
- This winter, PCA will replace a defective pump in sewage Lift Station #2. Contract is awarded and install is pending contractor schedule (winter 2025/26). Est. cost \$105K.

Water Treatment Plant

- UV filter replacement design is complete, and we are finalizing the install contract. 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.
- Capital project for complete plant refurbishment still in the planning phase.
- Raw water pump replacement contract awarded (lakeside pump house). Work anticipated to be complete over the winter. Est. cost \$100K
- 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

2024 Water Treatment Report

- See report and Explanatory Notes

Townsite Compliance

Commercial Waste Management

- Parks Canada has completed 3 complete rounds of site inspections specifically targeting unsecured wildlife attractants.
- Following the second round of inspections, formal notices regarding the presence of unsecured wildlife attractants have been sent to 6 commercial properties.
- Following the final round, 2 businesses failed to fully comply and were referred to the Warden services for follow-up / investigation.
- Parks Canada will resume inspections of commercial properties for wildlife attractant compliance again in the spring of 2026.

Park Management

Emergency Management Planning

- PANP, PCA National Fire Management, PCA National Emergency Coordination Committee, and SPSA have not yet fully debriefed the Buhl Fire response.
- The additional support provided by Parks Canada's Emergency Coordination Committee significantly advance PANP's planning and readiness for community level wildfire and "all hazard" emergency preparedness.
- Following the completion of Buhl Fire debrief, PCA would like to host a by invitation community presentation on emergency preparedness planning. This would be followed by the **establishment of a formal WCC Emergency Management Planning Sub-committee**.

Bicycle Safety

- PCA recognizes the need to address bicycle safety within the community of Waskesiu
- However, the investment in infrastructure alone will not fix what is clearly a widespread disregard of bicycle safety by Waskesiu residents and visitors.
- Parks Canada continues to help increase awareness of this shared responsibility to ensure safety in its own materials such as the visitor guide, website and in our visitor interactions.
- If bicycle safety is a community priority, Waskesiu community partners and businesses need to play a leading role in making bicycle safety a priority and promoting the importance of bicycle safety with residents and visitors.

Blue Green Algae

- On August 27, park staff received a report of a potential blue-green algae bloom in Waskesiu Lake.
- A public advisory was issued on August 29, warning visitors of the possible presence of blue-green algae. Communication channels included the park website, social media, and signage at key locations (Visitor Centre, Main Beach, both marinas, and all day-use areas and beaches around Waskesiu Lake).
- BG Algae is common throughout Southern Saskatchewan but not common in PANP. The short delay from report to advisory was the time it took to develop messaging and materials for public distribution.
- Testing results were returned on Sept. 13, 2025
 - It was confirmed blue-green algae.
 - The concentration of microcystin at the Narrows Marina at the time of sampling was 64.6 µg/L
 - The concentration of microcystin at Beaver Glenn Beach at the time of sampling was 2.0 µg/L

-
- According to Health Canada's Guidelines for Canadian Recreational Water Quality, the maximum acceptable concentration of total microcystins (the toxins produced by blue-green algae) in recreational waters used for primary contact activities (like swimming, wading, or waterskiing) is: 10 µg/L (micrograms per litre)
- It should be noted
 - concentrations of microcystin can vary highly by sampling location, even sampling locations within a very close distance.
 - that there are several kinds of blue-green algae, not all of them are toxic or harmful to human health.
 - blue-green algae is naturally occurring in the environment and only create harmful algal blooms (HABs) under exceptional circumstances such as drought conditions, low wind, hot weather or increased nutrients in the lake.
- Through regular monthly water quality monitoring, there has been no meaningful increase in nutrients in the lake that may have fueled the algal bloom.
- Parks Canada is currently working to finalize a messaging and a communications protocol advisory to be used for Blue-Green Algae reports in the future.

Vegetation Management

- Tree Removal Permit Process & Application document is still circulating managers for final review and signature. – No Update (?)

Canada Strong Pass

- Free entry ended Sept. 2, 2025. 2025 annual passes purchased prior to the beginning of the Canada Strong Free entry period will have their expiry extended 3 months beyond the date currently displayed on the pass.