



## WASKESIU COMMUNITY COUNCIL

<b>DATE:</b>	Friday, March 13, 2026
<b>TIME:</b>	9:00 a.m. - 1:00 p.m. (Saskatchewan Time)
<b>LOCATION:</b>	Virtual Meeting (Via Zoom & via Teams)

### MEETING MINUTES

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

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

- 1. Call to Order** 9:02 a.m.
- 2. Motion to move the Council Meeting “In-Camera” (via ZOOM)**  
*Jacqueline Archer/Bob Cyr* *Carried*
- 3. Motion to terminate the “In-Camera” portion of the Council Meeting** 10:00 a.m.  
*Rob Phillips/Jacqueline Archer* *Carried*
- 4. Land Acknowledgement**  

*On behalf of the Waskesiu community, we acknowledge that we are on the traditional lands of the Cree Peoples, signatories to Treaty 6, and the Homeland of the Métis. We pay our respect to the First Nations and Métis ancestors of this special place and reaffirm our relationship with one another.*
- 5. Motion to Adopt the Agenda for the Public Meeting of Council as circulated**  
*Bob Cyr/ Jacqueline Archer* *Carried*
- 6. Motion to Adopt the Council Meeting Minutes of February 9, 2026 as circulated**  
*Bob Cyr/Rob Phillips* *Carried*
- 7. Review of Outstanding Action Items & Related Status Updates** - a review of each of the outstanding Action Items and their status was undertaken by Council, and the Action Items were updated by the Council Administrator accordingly. (See attached list of updated Action Items.)
- 8. Townsite Report – Scott Nesbitt, Acting Townsite Manager** – See the March 13, 2026 Townsite Report accompanying these Minutes.



**9. 2025 PANP Cottage Development Guidelines** – Status Update from PCA. *The Status Update for this project can be found in the Townsite Report included with these Minutes.*

**10. Waste Management Subcommittee** - Status update from Committee Chair and Next Steps

- Subcommittee Chair Scott Nesbitt provided a copy of the February 27<sup>th</sup> subcommittee meeting minutes and gave an overview of the ongoing discussions and the next steps for this Subcommittee. The next meeting of the Subcommittee will be held on March 27<sup>th</sup>.

**11. Waskesiu & Area Major Capital Projects - Status Updates from PCA**

*a. Sasktel Fibre Upgrade – Status Update from PCA. The Status Update for this project can be found in the Townsite Report included with these Minutes.*

*b. Red Deer Trailer Park Electrical Upgrade Project – Status Update and Proposed Timing. The Status Update for this project can be found in the Townsite Report included with these Minutes.*

**12. Structural Fire Protection Services in Waskesiu – 2026/2027 Fiscal Year & Beyond**

**a.** Continuation of discussions between PCA & Council.

- Discussion ensued regarding structural fire protection services in our community in both the near future and longer term.

**b.** PCA Discussions with the Lakeland Fire Department – The meeting with Lakeland Fire Department has been rescheduled to Monday, March 16<sup>th</sup>. PCA will provide additional updates to Council following the conclusion of those discussions.

**c.** Next steps:

**i.** Potential creation of a new “*Emergency Services Management Committee*” of Council

**ii.** Involvement of other organizations (WSRA, Chamber, Elk Ridge, etc.)

**iii.** Other ideas/plans

- A lengthy discussion ensued. It was agreed that Council and PCA will both consider key points to be included in the proposed terms of reference for a potential new Committee (likely co-chaired by Council and PCA), in hopes of finalizing a decision to establish a “*Emergency Services Management Committee*” (or something similar) at the April meeting of Council. The parties will also consider whether a new Committee, if and when created, would be an “ad hoc” (temporary) committee or, alternatively, become a standing committee of Council to replace the existing “Emergency Services - Policing & Fire” committee currently chaired by Councillor Phillips.

**13. Aquatic Invasive Species (AIS) Phase 2 Update**

**a.** AIS engagement workshop (March 11 & 12) – update

- Council Chair gave a brief overview of the recent two day AIS engagement workshop and commented on the impressive participation, and the wide representation from many other groups



located in and near Waskesiu, and others from throughout the province.

- b. Next steps - there are continued community engagement & communications from PCA throughout the summer and fall leading to the development of a Phase 2 AIS Prevention Program for 2027.

**14. Status of “Shared Governance” discussions with Indigenous groups - Update for Council**

- A brief verbal report was provided by the Field Unit Superintendent to Council. More information will be provided by PCA in the coming months.

**15. Discover Waskesiu Destination Marketing Organization (DMO) – Update for Council**

- Council Chair explained the decision of the “Discover Waskesiu” DMO Working Group. It has been determined that, due to insufficient key stakeholder participation and other support deemed necessary to move forward successfully, the group has shelved the DMO project for the time being.

**16. Updated List of Waskesiu Stakeholders – revised list provided to PCA by Council Administrator**

- Council Administrator has forwarded the revised list to PCA and all Council members.

**17. Next Meeting Dates for Council:**

- a. Monday, April 13, 2026
- b. Monday, May 11, 2026
- c. Monday, June 15, 2026
- d. Monday, July 13, 2026

**18. Other Business**

- **100<sup>th</sup> Anniversary Commemoration** - Councillor Cyr stated that PCA and Council must endeavour to include Indigenous groups in the planning sessions for the 100<sup>th</sup> anniversary commemoration events. He also noted that all key stakeholders from the community should continue to be invited to the planning sessions and asked to participate in planning and share their own commemoration plans.

**19. Adjournment/Termination**

**12:35 p.m.**

***A Motion to terminate the meeting was made by Jacqueline Archer. Carried***

### **Action Items (From the March 13, 2026 Council Meeting)**

**ACTION ITEM:** (1) Council Administrator to report to Tourism Saskatchewan that Council will complete the annual [waskesiu.org](http://waskesiu.org) website switch over (from the winter offering to the summer offering) in April. (2) Council Administrator is to inform Tourism Saskatchewan's selected advertising agency, Phoenix Group, of this annual changeover as well.

**ACTION ITEM:** Council Administrator to include the "Waskesiu Community Plan" document in all future Council meeting packages until at least the fall of 2026.

**ACTION ITEM:** Council Administrator to contact The Hawood Inn to inquire if they have the technology to host virtual meetings in their board room.

**ACTION ITEM:** Superintendent Duquette to provide Council with the list of Indigenous groups that Parks Canada has identified to date as having a historical interest in lands comprising Prince Albert National Park.

**ACTION ITEM:** PCA to plan and host an "Emergency Management" tabletop exercise in 2026 and a "What We Learned" presentation to Council. Alex Kolesch, PCA's Interim Head, Emergency Management Coordination Program, will be invited to make the presentation.

**ACTION ITEM:** The Acting Townsite Manager and PCA Assets Department have delivered to Council a draft communication piece that includes information regarding the seasonal start-up and shut-down of townsite water services. When finished, it will be shared with Waskesiu residents. The draft is to be reviewed by the Waskesiu Community Council and comments provided to PCA by the April meeting of Council.

### **Action Items (From the February 9, 2026 Council Meeting)**

**ACTION ITEM** – Any specific requests Councillors (or the WSRA) have regarding the "Fire Readiness Plan" for Waskesiu (for insurance purposes) should be sent to the Acting Townsite Manager. *Ongoing - this will be left primarily with Councillor Phillips and Councillor Wood.*

### **Action Items (From the January 9, 2026 Council Meeting)**

**ACTION ITEM:** Council Administrator to set up a virtual meeting with Council Chair and Councillor Phillips to (1) discuss Councillor Phillips' thoughts on what equipment should be purchased, and the cost of the equipment needed to run the Microsoft Virtual Meeting "TEAMS" software and (2) prepare a report and recommendation for Council. *On hold - pending outcome of Council Administrator discussions with the Hawood Inn.*

**ACTION ITEM:** All Councillors have been asked to read the Waskesiu Community Plan prior to the April meeting of Council. The focus should be to familiarize Councillors with the Waskesiu Community Plan's content so they are equipped to identify any necessary changes, items that are out of date, or other concerns they would like to bring up. *Ongoing.*

**ACTION ITEMS:** (1) Status of PANP “shared governance” discussions with Indigenous groups to be included at a future Council meeting when the Superintendent and Indigenous Relations Manager are both available to attend (potentially April 2026). (2) Parks Canada to update the Council Chair regarding any upcoming meetings with Indigenous Partners where Council may be invited to participate. *Ongoing.*

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

**ACTION ITEM:** The Acting Townsite Manager to provide Council with the final version of the Tree Removal Policy and Permitting Process & Application documents including changes requested by Council. Following receipt by Council decisions will be made with PCA regarding circulation to other stakeholder groups, posting on Waskesiu.org, etc. *Ongoing - delivery by PCA is expected prior to the April meeting of Council.*

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

**ACTION ITEM:** Council Administrator to research the subscription cost of the Microsoft virtual meeting software program “TEAMS” and to canvas other Waskesiu groups to see if there is a desire to share the costs of the program and/or the cost to purchase virtual meeting hardware similar to that owned by PCA. One important aspect to consider is finding a location that could be home for the meeting equipment and that has sufficient room to host combined virtual and in-person meetings. *On hold pending completion of related Action Items and receipt of a report and recommendations.*

**ACTION ITEM:** Parks Canada to develop a Statement of Work for a conceptual redesign of the Waskesiu breakwater. *Ongoing - expected during Q1 of fiscal 2026/2027.*

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

#### **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 commemoration project. *To be revisited after the Statement of Work is completed and related potential design proposals have been received.*

#### **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).

Waskesiu Community Council Meeting Report  
March 13, 2026  
Prepared by: Scott Nesbitt, A/Townsite Manager  
Meeting Location: Virtual - Teams

### Townsite Staffing

- Townsite Manager – Scott Nesbitt
  - **I will be on annual leave for three weeks at the end of March. Last day in office, Friday March 27, returning to office Monday April 20. Coralee will be acting in my absence.**
- Realty and Compliance Advisor – Coralee Foster
- Realty and Development Officer – Michael Obe
- Townsite Clerck – Vacant
  - **Staffing this position is in progress and candidate will be chosen before I go on leave. Starting date TBD but will be after I return April 20.**

### Cabin and Cottage Areas

- **No Update**

### Regulations, Policy, Directives & Guidelines

#### Land Use Planning Regulations

- **No Update**

#### Cottage Development Guidelines

- PCA Realty & DoJ review of guidelines is incomplete.
  - **Still seeking clarification on response before preparing an information package and circulating with a meeting invitation to the working group to finalize the guidelines.**
  - **We remain very close.**

### Commercial Development/Business Licencing

- SaskTel Fiberoptic Upgrades
  - Parks Canada Impact Assessment is reviewing the SaskTel application for Cultural / Archeological impacts and mitigations. We are hoping that this will be returned soon.
- With support from a realty specialist located in our Calgary office we are continuing our work to establish Utility Agreements in accordance with National Parks of Canada General Regulation 38.
  - These agreements essentially serve as “Easement Agreements” with the utility providers but they include a few extra items to address the regulatory and impact assessment requirements of Parks Canada legislation not found outside the park.
  - **We are now engaged in discussion with both SaskPower and SaskTel**

### Infrastructure and PCA Utilities

#### Waskesiu Breakwater

- Parks Canada will move forward with conceptual design for discussions purposes only. This will be initiated in the new fiscal year. – **No Update**

## Waste Management Options Analysis & WCC Sub-committee

- Summary as of Feb. 27 meeting
  - Scott is to review and return to Bob a letter of engagement to WSRA & Waskesiu Chamber asking for board level feedback on preliminary waste management concerns.
  - Bently is waiting for a response from BN metals on terms and conditions for a metal recycling bin to be onsite near roll-off bin.
  - Bently exploring options for non-refundable glass containers
  - Summary document of current operations and challenges still in development. Waiting on some additional resources like maps, scheduling and routing information.
  - We are engaging “Compost Corner” again for organic waste / compostable collection.
  - Specific discussion on problem area behind Trading Company. The recycle bins in this location cannot deal with the volume of materials generated by the 7 businesses on the block.
    - Ad additional recycle bin will be piloted in the area this season.
    - Exploring alternatives for mixed recycle collection to capture materials that do not fit in slotted bins.
    - Considering scheduled pick-ups for odd sized materials that don't fit in slotted bins.
  - Identified an visitor use impact concern around garbage at camp kitchens.
    - Additional signage, park compliance staff /roving, and gate info identified as potential mitigations.
  - Next meeting, March 27, 2026
- New / Larger Garbage truck ordered with an adjusted delivery date of March 2026.
  - A second large unit is expected to be purchased next fiscal, 2026/27.
    - **No Update**

## Townsite Sanitary Sewer Rehabilitation

- This winter, PCA will replace a defective pump in sewage Lift Station #3. Contract is awarded. Est. cost \$105K. – **Pump delivery scheduled for March 31, installation by PCA staff to follow.**
- Asset team is preparing a tender for additional sewer line maintenance (cast in place lining) for the Lakefront Subdivisions in fall of 2026. – **No Update**

## Water Treatment Plant

- UV filter replacement - Working with the design contractor to complete design based on demand and quality. Project cost including filter replacement, \$200K
  - **Tender package for replacement is in final review before posting.**
- Raw water pump replacement contract awarded (lakeside pump house). Est. cost \$100K – **delivery scheduled for Apr. 30, installation by PCA staff to follow.**

## Water Treatment Filter Media Replacement

- Replacement of the filter media materials is scheduled for later in January. Est. Cost \$7K for materials - **Complete**

## Townsite Compliance

- Snow Fences and Flower Bed Mesh
  - Park Staff have taken down fences and they have been secured on the lease properties
  - Any fence, temporary or fixed is subject to LUPR's and require permits. Future violations may be subject to administrative action.
- Storage of boats off leasehold property.
  - Compliance strategy in development. – **No Update**
- Commercial Kitchen Fats, oils and grease (F.O.G.)
  - Ongoing
- Wildlife Attractants within the Commercial Core
  - Ongoing

## Park Management

### Bicycle Safety – No Update

### Blue Green Algae

- Final Draft of protocol expected on FUS desk for review before the end of the month.

### Vegetation Management

- Final Tree Removal Protocol
  - **Parks Canada working behind the scenes to make inspections more efficient. Protocol document will be completed once that is established.**
  - **Most tree permits for 2025 season were processed in a timely manner. Residents can expect a similar level of service this year and apply for tree permits at [waskesiuadmin@pc.gc.ca](mailto:waskesiuadmin@pc.gc.ca)**

## Lobstick Maintenance Compound Decontamination

- The Contaminated site at the Lobstick Maintenance Compound underwent testing last year to determine the efficacy of treatments administered several years ago.
- Test results showed a decrease in contamination risk levels, and it was determined the site was stable and could be “closed” within the Federal Decontamination registry.
- Contractors are completing work to close the site (decommission monitoring wells) this week.
- This new status significantly reduces impact assessment implications for any future development in this area.

## Refundable Recycling Request for Proposals

- Intake Deadline ends March 16. Get your proposals in and/or spread the word. Only a few days left.
- <https://parks.canada.ca/pn-np/sk/princealbert/info/administration/demande-de-propositions-request-for-proposals>

## Canada Strong Pass

- How will 2026 Canada Strong Pass might further affect visitors who purchased an annual pass in 2025. – **No update**

### **Red Deer Electrical Upgrade Project**

- The Red Deer Electrical Upgrade contract has been awarded to Flyer Electric, based in Birch Hills. We are excited to move forward with this major infrastructure enhancement, which will significantly improve the visitor experience in Prince Albert National Park.
- Flyer Electric is currently collaborating with its project design engineers. Once the design phase is complete, they will provide Parks Canada with a detailed construction schedule.
- Construction will be phased so that crews will stop work and vacate the campground on June 21<sup>st</sup> allowing Parks time to get the facilities ready for camping in July and August. Phase 2 will commence after labour day weekend.
- The Parks Canada Reservation System will delay opening July and August bookings for Red Deer Campground until the contractor's schedule is confirmed. Prince Albert National Park is aware that Saskatchewan Parks typically launches reservations in mid-April and will consider that timing when setting the launch date for Red Deer reservations.