

WASKESIU COMMUNITY COUNCIL

REVISED PUBLIC MEETING MINUTES



DATE: Friday, September 1, 2023
TIME: 9:00 a.m. – 1:00 p.m. (Saskatchewan Time)
LOCATION: Elk Ridge by the Lake Conference Room

Attending in person – Councillor Jim Kerby (Chair), Councillor Jennifer Wood (Sec./Treasurer), Councillor Bentley Crozier, Councillor Bob Cyr, Councillor Linda Lavallee, Councillor Jacqueline Archer

Attending Via ZOOM – Councillor Rob Phillips (Vice Chair)

Also Attending in person - From Parks Canada Agency – Waskesiu Townsite Manager Gregg Rutten and Sherri Clifford, Resource Conservation Manager

Regrets: – From Parks Canada Agency - Acting Field Unit Superintendent Carmen Hancock

- 1. Call to Order** **9:00 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.**
Linda Lavallee/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. Adoption of Agenda for the Public Meeting of Council**
Jennifer Wood/Linda Lavallee *Carried*
- 6. Review and Adoption of Meeting Minutes of June 23, 2023**
Jennifer Wood/Bob Cyr *Carried*
- 7. 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.)
- 8. Correspondence (for information only unless otherwise noted with an asterisk*)**
 - Email received June 29, 2023 from Daisy Ramsden, PCA Project Coordinator, regarding FB Live Event Follow Up*
 - Email received July 25, 2023 from Kevin Ferrie, Visitor Safety Coordinator, PANP regarding PCA Civic Address information*
 - Email received July 28, 2023 from Gregg Rutten, Townsite Manager, regarding Stair Removal at main Beach
 - Email received August 2, 2023 from Gregg Rutten, Townsite Manager, regarding update on National Land

Use Planning Regulations

- Email received August 10, 2023 from Gregg Rutten, Townsite Manager, regarding 2023 AGM - Information Requests

9. **Townsite Report** – Gregg Rutten, Townsite Manager, Parks Canada Agency
(See the September 1, 2023 Townsite Report accompanying these Minutes.)

Additional Items added to the Townsite Report:

- **Aquatic Invasive Species** - Sherri Clifford, PCA Resource Conservation Manager, spoke about Aquatic Invasive Species, specifically Zebra Muscles.
 - The park is concerned with aquatic invasive species which are defined as any fish, animal or plant that have been introduced into a new aquatic ecosystem and are having harmful consequences to the native aquatic ecosystem or the human use of the resource. Neighboring provinces and states are already dealing with zebra mussels and whirling disease among several others. Although not yet detected in the province, Saskatchewan and most regions of western Canada are considered high risk for zebra and quagga mussels. Currently, PANP is doing public messaging and posting signage to clean, drain and dry boats, which is not enough. PCA has hired an Aquatics Ecologist to focus on invasives and other relevant topics. They would be pleased to meet with Council to present the issue together with a series of potential options on where we could go with proactive plan.
 - Discussion ensued.
 - **Herbicide Application** - Sherri Clifford reported that herbicides are on the list of restricted activities in the Prince Albert National Park and residents require a permit for their use. Herbicides are used to kill undesirable plants or weeds. Follow up will take place to determine the rules governing use of “off the shelf” herbicides on leasehold properties.
 - **Capital Planning and Budgeting** - The Townsite Manager reported that PCA is internally focusing on capital planning and accrued budgeting in the Park and the field unit. He also reported that Acting Field Superintendent Carmen Hancock is proposing a half day meeting with Council to review priorities. She suggested that the meeting could be held later this fall or early winter.
- ACTION ITEM:** Acting Field Superintendent to arrange a half day meeting with Council to review capital planning and budget priorities.

10. **Waskesiu Townsite Water and Wastewater System Assessment Report** - Discussion, PCA Status Update & Next Steps –

- Councillor Phillips reported that PCA needs to communicate and educate the community in relation to the issues raised by this report.
- The Townsite Manager reported that everything listed in the report as Phase I actions to be taken is complete. They are moving to the Phase II design this fall for work needed and will start construction on Phase II next summer. Some funding is in place but not for all work, just for the most pressing issues.
- Councillor Cyr asked is there anything residents can do to help prevent the lagoon from filling up?
- Townsite Manager replied they should be told that they should not run their sump pumps into the sanitary sewer system, and why.
- Councillor Cyr suggested that this information should be sent to residents to help identify the issue and obtain assistance from the public where possible.

11. **WRA - Request for Appointment of Additional Director (Don Johnson)**

Motion: “That the Waskesiu Community Council hereby approves the appointment of Donald Johnson to the

Waskesiu Recreation Association Inc. Board of Directors effective as of September 1, 2023, 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.”

Bentley Crozier/Jennifer Wood

Carried

- 12. Community Severe Weather Messaging** - Review of proposed PCA language & Next Steps
- Upon review, the general response from Council is that the document prepared and is fine. It is quite generic and it is acknowledged that PCA does not have access to public buildings of the right kind and in the right location to support a good plan for providing shelter to the public.
 - Discussion ensued.
- 13. 2023 Minister’s Round Table on Parks Canada** – For information only
- <https://parks.canada.ca/agence-agency/dp-pd/trm-mrt/2023/rapport-report>
- Council Chair responded that this is a good resource to have available to Council and the wider community.
- 14. Cabin Area Guidelines – Legal Non-Conforming Decks Issue** – Discussion, Status Update & Enforcement Plans
- Townsite Manager reported that there are several “trigger dates” in the Cabin Guidelines, but the final deadline/trigger date for residents of the cabin area to have a plan to address this issue is December 31, 2025. At that time, those affected must have their plan in place and then are given one year to conform, or re-construct their deck.
 - Council Chair requested the following information from Parks:
 1. What are the estimated number of cabins in the cabin area with non-conforming decks?
 2. What steps is PCA taking to relay this information to new cabin owners?
 3. Is PCA giving notification to each cabin owner that has a legal non-conforming deck by letter during 2024?
 4. How does PCA plan to deal with non-compliance if the problems are not fixed, and how do they plan to enforce penalties that never existed before.
 - Discussion ensued.
- 15. Civic Address Posting Initiative (Update from Council to PCA)** - PCA information/request regarding posting civic addresses on buildings was emailed to the Waskesiu Chamber of Commerce and Waskesiu Seasonal Residents Assoc. to circulate to their members. The document has also been posted on the “Community News” page on Waskesiu.org.
- 16. Brief Update on National Land Use Planning Regulations & Status of Cottage Development Guidelines**
- The guidelines will be released preceding the September 21st Treasury Board Meeting and will be published in the Canada Gazette on September 30th. The National Land Use website will then be open for 30 days in tandem with the regulations on proposed fees being published.
- 17. Amazon Delivery to Street Addresses in Waskesiu** - Brief Discussion & Status Update
- Councillor Cyr reported that Canada Post temporarily stopped delivering Amazon parcels to Waskesiu street addresses recently. Upon speaking to the Canada Post delivery person, and after many complaint calls by Waskesiu residents were made to Canada Post (with an escalation to the Minister’s office), they have now announced they will be continuing delivery this fall and will be reviewing everything in the spring.

18. PCA “Facebook Live” Event – Brief Re-cap & Next Steps

The Facebook Live event was a “Welcome Back” to Waskesiu seasonal residents plus the opportunity for PCA and Council to relay key messages and updates in the community to the viewers.

Although the attendance was low, due to last minute advertising, Parks said feedback was great and thought it was worthwhile to do. Council shared that view.

19. Other Business (if any)

- **Request for a PCA policy/directive regarding bicycle use in the townsite** –this item will be moved to the October 16th public meeting agenda of Council.

- Councillor Wood thanked PCA for their contribution and participation during the WSRA and Council AGM. She asked if they wanted to continue with requesting questions in advance as has been done in the past, from Waskesiu residents and businesses? Also, would PCA like to increase the time allotted for Parks if needed?

- PCA responded yes to both questions.

- Council Chair thanked Parks Canada for their involvement with the Waskesiu Lakeside Music Festival. Without the in-kind and financial support of PCA, the event would not happen.

20. Future Meeting Dates:

Monday, October 16th – Virtual via ZOOM

Friday, December 1st – Virtual via ZOOM

21. Adjournment

12:57 p.m.

Motion to adjourn made by Jennifer Wood

Carried

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

ACTION ITEM: Townsite Manager to inquire about the planned completion date of the road surface restoration work in Subdivision 3, near the entrance to the pathway to Kapasiwin, by the new contractor, and advise Council.

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.

ACTION ITEM: Councillor Cyr to follow up with Canada Post (and report to Council) regarding the status of Amazon parcel delivery to street addresses in Waskesiu this year, and next.

ACTION ITEM: Council Administrator to send a Doodle Poll to Council members with suggested meeting dates for January to July, 2024, including the AGM date and the June Finance/Rate Approval Meeting.

ACTION ITEM: Council Administrator to send electronic invitations to Council and PCA for our two final meetings in 2023 (October 16 and December 1).

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.

ACTION ITEM: Acting Field Unit Superintendent to arrange a half day meeting with Council to review budget priorities and capital planning.

ACTION ITEM: Council Administrator to see whether the Narrows Playground project and/or the Ball Diamond Refurbishment project is on the Vision 2028 Community Action Plan and, if not, add them as needed.

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

ACTION ITEM: The Townsite Manager is to share PCA's Emergency Response Plan (and related communication pieces) with Council by the next meeting for review discussion. *Ongoing.*

ACTION ITEM: Field Unit Superintendent to share with Council, in written format, the information Field Unit Superintendent Calvert Martin received from other Canadian national parks regarding what was done for their centennial and other landmark celebrations. *Ongoing – this was to have happened by June 30, 2023.*

ACTION ITEM: Council Chair, Townsite Manager, and Acting Field Unit Superintendent to establishing an initial working committee for PANP's 100th anniversary celebrations in 2028. *Ongoing.*

Action Items (From the February 3, 2023 Council Meeting)

ACTION ITEM: PCA to notify Council who the PCA "Leads" are for Reconciliation initiatives in PANP so Council can begin to collaborate with them. *Field Unit Superintendent Martin and Scott Nesbitt will be the PCA "LEAD" staff members. Councillors working on this initiative include the Chair and Councillors Crozier, Lavallee and Cyr. Council Chair will initiate a first meeting. Administrator to send out Doodle Poll for suggested dates after receiving dates from Council Chair.*

ACTION ITEM: Councillor Phillips to arrange an Essential Services Committee meeting to work on solutions for a new fire truck and fire hall upgrades in the next few months. *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. The Acting Superintendent or Townsite Manager will investigate this issue with Calvert Martin and will report back at or prior to the next meeting of Council. Council has requested the Townsite Manager to inquire if someone other than the Superintendent could assist with this issue.*

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
September 1, 2023
Prepared by: Gregg Rutten, Townsite Manager
Meeting Location: Elk Ridge on the Lake

*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. 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.**

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.
- **No update at time of report**

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.**

Infrastructure and Utilities

6. 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 dock 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.**

7. 4 Way Stop Flooding

Winter flooding at the intersection of Waskesiu and Lakeview Drives has been a problem for several years as the storm sewers freeze and cannot take runoff that occurs throughout the winter.

- Funding of \$650K has been obtained to address this problem.
- Engineers have recommended a force main system inside existing storm sewer with a heated catch basin and service building located at the 4 way intersection as well as improvements to the outfall at Waskesiu Lake.
- Detailed design underway, construction anticipated in the fall.
- Construction estimates received are significantly higher than the available funding. Additional funding is being sought internally.
- Timelines on approvals are uncertain and will result in the project being pushed to 2019.
- This project is expected to go to tender within the next 2 weeks.
- Bids received by PCA came back over budget. PCA is currently exploring options but full project will not go ahead this Spring.
- The intersection started flooding again the week of February 3, 2020. Detour is in place currently.
- PCA has divided the project into two phases. PCA is in process of re-tendering phase one of the work.
- Upgrades to electrical were completed by Saskpower in fall 2020.
- Remaining construction is planned for late January 2021 as the work will take place on the lake ice. The outlet pipe will be directional bored below the frost line.
- There may still be flooding/freezing at the Montreal/Waskesiu Drive intersection this year as the system will not be operational in time to prevent build up of ice.
- Construction to directional bore the outlet pipe has been completed. It will not be operational until spring 2021.
- There is approximately one week of work required to tie the new drain pipe into the existing stormwater system.
- A detour will likely be required this winter because overflow water is present in the intersection as of the beginning of February 2021.
- A detour is currently in place. Access to the townsite is via HWY 264 and Ajawaan Street.
- Final work scheduled for first week of May. Final inspection / substantial completion scheduled for May 7, 2021.
- Storm Drain tie-in is complete and the pavement patch in front of Hawood has been repaired and we now will have to wait until next winter to determine the efficacy of the current improvement or if further intervention is required.
- The 4-way intersection is currently flooding and icing up. A detour is currently in place. Access to the townsite is via HWY 264 and Ajawaan Street.
- PCA continues to monitor the situation. Detour is still in place. Exceptions to the detour have been made for building movers that are moving cabins into the cabin area (via Tamarack) ahead of the March 31 deadline to do so.
- Ice buildup in the intersection has been removed. The detour no longer in place.

- PCA has awarded a contract to a consultant to develop phase 2 of the 4 way stop drainage improvements.
- Project will be going out to tender soon.
- Construction planned for October 2022.
- The contract for the work has been awarded to Con-Tech Construction.
- Work is scheduled to start at the end of January 2023.
- Con-Tech has begun construction on this project.
- A collapsed storm drainage pipe was discovered in front of the grocery store on Lakeview drive and will be repaired as part of this project.
- Project completion is estimated for the end of March, with final clean up and re-paving scheduled for May 2023.
- Work is progressing well on this project. Project completion date is estimated for March 31, 2023 Clean up and re-paving of the site is scheduled for May 2023.
- Work on this project is complete.
- Clean up and re-paving of the site is scheduled for May 2023.
- **Natural gas and power have been connected to the system.**
- **Clean up and landscaping is complete.**
- **No update at time of report.**

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.**

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.**

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.**

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.**