



## WASKESIU COMMUNITY COUNCIL

**DATE:** Friday, January 9, 2026  
**TIME:** 8:30 a.m. - 1:00 p.m. (Saskatchewan Time)  
**LOCATION:** Virtual Meeting

### MEETING MINUTES

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

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

**Virtual PCA Guest Presenters:** Pierre Martel (Director of PCA National Wildfire Team) and Alex Kolesch (PCA Senior Project Manager)

**Regrets from Council:** Councillor Jennifer Wood (Secretary/Treasurer).

**1. Call to Order** **8:36 a.m.**

**2. Motion to move the Council Meeting “In-Camera” (via ZOOM)**

*Rob Phillips/Jacqueline Archer* *Carried*

**3. Motion to terminate the “In-Camera” portion of the Council Meeting** **8:57 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. Buhl Wildfire and Emergency Coordination Centre - PCA Presentation and Discussion** **9:00 a.m.**

- Pierre Martel, Director of the PCA National Wildfire Team gave a very detailed presentation on how the 2025 Buhl Wildfire was handled by his team and described the successful interaction and collaboration with local and provincial fire and wildfire experts.

- Discussion ensued.



**6. Adoption of the Agenda for the Public Meeting of Council as Circulated**

***Rob Phillips/Bob Cyr***

***Carried***

**7. Adoption of the Council Meeting Minutes of November 21, 2025 as Circulated**

***Bob Cyr/Bentley Crozier***

***Carried***

**8. 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.)

**9. Townsite Report - Scott Nesbitt, Acting Townsite Manager** (See the January 9, 2026 Townsite Report accompanying these Minutes.)

**10. Waste Management Committee** - Status update and next steps

- Updated documentation from Council Chair has been received and reviewed by the Acting Townsite Manager.
- Next steps – the next meeting of the Committee to be held on January 16<sup>th</sup>.
- The Acting Townsite Manager requested that the most recent version of the Committee’s Terms of Reference, in the form provided via email on today’s date, be approved by Council. As such, the following Motion was made:

*“That Council adopt and approve the Terms of Reference for the Waskesiu Waste Management Committee in the form circulated to Council by the Acting Townsite Manager on January 9, 2026.”*

***Bentley Crozier/Jacqueline Archer***

***Carried***

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

- a. *SaskTel Fibre Upgrade* – the Status Update for this project can be found in the Townsite Report included with this document.
- b. *Red Deer Trailer Park Electrical Upgrade Project* – the Status Update for this project can be found in the Townsite Report included with this document.

**12. Aquatic Invasive Species (AIS) Phase 2** - December meeting update and plans for AIS workshop

- Council Chair reported that the December meeting provided a good overview including an excellent presentation by representatives from Saskatchewan Environment on behalf of the Provincial Government. The Provincial presentation included an excellent PowerPoint presentation showing what the Province is currently doing to combat and protect Saskatchewan waterways against AIS.

**ACTION ITEM** – Council Chair to follow up with PCA representatives to see if they received the PowerPoint



presentation from the Provincial Government as discussed at the meeting.

- PCA is trying to identify and then contract with a professional facilitator for the next AIS meeting which is likely to be held sometime in March, however a date has yet to be determined.

**13. 2025 PANP Cottage Development Guidelines - status of DOJ review and next steps**

The federal Department of Justice has advised PCA that comments regarding the draft Guidelines will be provided soon.

**14. Status of PANP “shared governance” discussions with Indigenous groups - update for Council**

- Council Chair would like to have a better understanding on how the shared governance discussions with the Indigenous groups are going.

- As well Council Chair asked if there are any other meetings with Indigenous groups scheduled that are similar to last year’s meeting attended by Council, that Council could once again attend?

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

**15. Updated List of Waskesiu Stakeholders**

- The Acting Townsite Manager reported that he has some updates regarding PCA representatives who are listed on the most recent Key Stakeholders list.

**ACTION ITEM** – The Acting Townsite Manager to forward updates regarding PCA representatives who are to be listed on the to Key Stakeholder list to Council Administrator.

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

- a. Monday, February 9, 2026
- b. Friday, March 13, 2026
- c. Monday, April 13, 2026
- d. Monday, May 11, 2026
- e. Monday, June 15, 2026
- f. Monday, July 13, 2026

**17. Other Business (if any)**

- There was no other business.

**18. Adjournment**

**11:08 a.m.**

***A Motion to adjourn the meeting was made by Rob Phillips***

***Carried***

### **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 and suggestions 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 for Council.

**ACTION ITEM:** Council Administrator to send an email to all Councillors regarding the Waskesiu Community Plan (including a PDF copy of or a link to the Waskesiu Community Plan) with an assignment to have it read prior to the March 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. PCA Superintendent and the Acting Townsite Manager are to be copied on the email.

**ACTION ITEM:** Council Chair to follow up with PCA to see if they received the AIS PowerPoint presentation from the Provincial Government.

**ACTION ITEM:** The Acting Townsite Manager to forward to the Council Administrator relevant updates regarding the PCA representatives who are to be listed on the Key Stakeholder list.

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

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

**ACTION ITEM:** PCA to arrange and host an Emergency Management Update and "What We Learned" presentation by PCA representatives to Council, to be held sometime during the first four months of 2026. *Ongoing - partially completed.*

**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 expected prior to February 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. *Ongoing. Council Chair and Administrator will reach out to Councillor*

*Phillips in the near future to get his thoughts and suggestions. Ongoing.*

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

**ACTION ITEM:** The Acting 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. *Ongoing. The Acting Townsite Manager plans to have a draft available to present to Council at the February meeting of Council.*

**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 (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 celebration project. *To be revisited after the Statement of Work is completed and related 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  
January 9, 2026  
Prepared by: Scott Nesbitt, A/Townsite Manager  
Meeting Location: Virtual - Teams

Townsite Staffing

- Townsite Manager – Scott Nesbitt
- Realty and Compliance Advisor – Coralee Foster
- Realty and Development Officer – Michael Obe
- Townsite Clerck - Vacant

Cabin and Cottage Areas

- Contractors on Fern Street have exposed a natural spring. The water has been flowing and is causing icing issues like previous 4-way stop flooding/icing (not as severe). The lessee will need to work with their contractors to resolve but it is unlikely that any effective solution can be implemented until spring.
- Contractors have been using the ally between Fern and Orchid Street to access a build site. We will be directing them to access the build site from Orchid street to avoid freezing utility lines in the ally.

Regulations, Policy, Directives & Guidelines

Land Use Planning Regulations

- We have received two additional templates to support the Land Use Planning Development Process
  - i. Certificate of Completion
  - ii. Letter of Forbearance for occupancy prior to completion
    1. Note: there is a new \$125 fee for this letter.
- We will “localize” these national templates with PANP branding for use. – **No Update (Michael has been busy this fall)**

Cottage Development Guidelines

- 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. – **No Update**

Commercial Development/Business Licencing

- SaskTel Fiberoptic Upgrades
  - Parks Canada Impact Assessment is still waiting on additional information from SaskTel regarding excavation locations and specifications. This information will be used to determine the need and/or scope of a potential Cultural Impact / Archeological Assessment. – **No Update**
- 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.
  - *38 The Minister may enter into an agreement with a province or any person for the development, operation and maintenance in a Park of (a) telephone, telegraph, electrical, other than hydro-electrical, and natural gas services for use only in the Park;*
  - These agreements will streamline the permitting process for utility maintenance and development.

## Infrastructure and PCA Utilities

### Waskesiu Breakwater – No Update

#### Waste Management Options Analysis & WCC Sub-committee

- Two sub-committee meetings were held in Dec. Meeting minutes attached to report.
  - Terms of Reference in final draft (attached).
  - Several action items were identified and assigned (see Dec. 19 Minutes)
  - A few decisions were made to establish committee scope and /or be included in the directive (see Dec. 19 minutes)
- 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.

#### Townsite Sanitary Sewer Rehabilitation

- This winter, PCA will replace a defective pump in sewage Lift Station #3. Contract is awarded. Est. cost \$105K. - **Installation date is anticipated for March 2026.**

#### 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 – **no update**
- Raw water pump replacement contract awarded (lakeside pump house). Est. cost \$100K – **Installation not available until April / New fiscal year.**

#### Water Treatment Filter Media Replacement

- Replacement of the filter media materials is scheduled for later in January. Est. Cost \$7K for materials, work to be completed “in-house”.

#### Elk Street Fire Hydrants

- **Complete.**

## Townsite Compliance

- Snow Fences and Flower Bed Mesh – There have been multiple elk entanglements in snow fencing and plastic mesh used to protect flower beds.
  - Letters were delayed but sent prior to holiday season with a new removal deadline of Jan. 20.
  - Parks Canada staff will likely be removing the majority of these fences.
  - Parks Canada is considering a total prohibition on these types of fences and materials.
- Storage of boats off leasehold property.
  - Compliance strategy in development.
- Commercial Kitchen Fats, oils and grease (F.O.G.)
  - As discussed with the Chamber of Commerce at their Dec. meeting Parks Canada will be taking action to reduce FOG within the sanitary sewer system.
  - FOG has contributed to numerous past Claims against the Crown for sewer back up and results in significant maintenance / cleaning costs for lift stations.
  - As a component of the business licencing requirements commercial kitchens will be required to clean/regularly maintain their grease interceptor units to a specific

standard (based on frequency and need). In addition, they will be required to maintain a signed log of this maintenance activity.

- Failure to maintain the grease interceptor and log could result in business licence suspension.
- Successful reduction of FOG in the sanitary sewer system should result in a reduction of maintenance expenses and Water/Sewer fees billed to leaseholders.
- Wildlife Attractants within the Commercial Core
  - Similar to 2025, we will be continuing our compliance campaign for wildlife attractants within the commercial core.
  - This will consist of a “three strike” inspection process from Mid-May to Mid-July.
  - We will work with leaseholders to mitigate issues identified but those failing to take corrective action will be referred to Warden Services for law enforcement action.
  - It is also hoped that work completed by the Waste Management Sub-committee will reduce wildlife attractants and conflicts in the commercial core.

## **Park Management**

### **Bicycle Safety – No Update**

### **Blue Green Algae**

- Parks Canada continues to work on finalizing messaging and communications protocol advisory to be used for Blue-Green Algae reports in the future. – **No Update**

### **Vegetation Management**

- Final Tree Removal Protocol – **no update.**

### **Canada Strong Pass**

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

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

#### **Context:**

- Parks Canada is investing in important upgrades to the electrical system at Red Deer Campground to ensure the continued safe operation of the campground and to meet current electrical code requirements.
- The planned electrical upgrade will provide 50 amp service to all sites and includes standardized placement of power, water, and sewer utilities in 27 sites in Loops A, B, and C. While this project does not increase the amount of infrastructure, it will improve the layout of the affected sites and enhance the overall visitor experience.

#### **Update - January 7, 2026:**

- The closing date for bids was extended by one week to **December 4, 2025.**
- The contact has not been awarded yet. We are hoping to hear back from contracting in the near future.

- Red Deer Campground will be available to visitors during the peak summer season of July and August. The project will be completed in two phases to minimize disruption during the busiest time of the year. There will be closures to accommodate the construction in the spring and fall.
- Reservations for Red Deer Campground will not launch on January 30 as originally planned. Parks Canada will announce a new reservation launch date once construction timelines are finalized. Reservations for Beaver Glen Campground will still launch on January 30, 2026.