

WASKESIU COMMUNITY COUNCIL

PUBLIC MEETING MINUTES



DATE: Monday, June 13, 2022
TIME: 9:00 a.m. to 1:00 p.m. (Saskatchewan Time)
LOCATION: In Person at Elk Ridge on the Lake Meeting Room
(& via ZOOM for those attending virtually)

Attending remotely by ZOOM: Councillors Jennifer Wood and Rob Phillips

Also attending remotely by ZOOM: From Parks Canada Agency - Acting Field Unit Superintendent Jennifer Duquette

Attending in person: Jim Kerby (Chair), Bentley Crozier, Jacqueline Judd, Administrator Noreen Matthews

Also attending in person: From Parks Canada Agency - Waskesiu Townsite Manager Gregg Rutten

Regrets: Councillor Linda Lavallee.

1. **Call to Order** **9:27 a.m.**
2. **Motion to move the Council Meeting “In-Camera”**
Jacqueline Judd/Rob Phillips *Carried*
3. **Motion to terminate the “In-Camera” portion of the Council Meeting** **10:00 a.m.**
Jacqueline Judd/Rob Phillips *Carried*
4. **Land Acknowledgement – Council Chair**

On behalf of the Waskesiu community, we acknowledge that we are on Treaty 6 Territory 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.**
Rob Phillips/Jacqueline Judd *Carried*
6. **Motion to Adopt the Meeting Minutes of May 6, 2022, as circulated.**
Bentley Crozier/Rob Phillips *Carried*
7. **Business Arising from the Minutes (if any)** - There was no additional “Business Arising” from the Minutes not otherwise addressed in the Action Item review or under the remaining Agenda items below.
8. **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.)
9. **Correspondence (for information only unless otherwise noted with an asterisk*)**
 - Email received May 30 from the Waskesiu Chamber of Commerce Treasurer (re: 2021-2022 Waskesiu Chamber of Commerce Social Media Marketing Analysis Report for the Waskesiu Community Council and related request for \$4000 of funding)*
 - Email received June 3 from Bryan Matheson (re: Cabin Area Swales Deficiencies & Concerns), and subsequent reply from Gregg Rutten of Parks Canada Agency*

- Email received June 3 from the Waskesiu Foundation (re: Sipping Social & Family Treasure Hunt Sponsorship Request)*
- Email received June 6 from the Waskesiu Chamber of Commerce – significant increase in hall rental fees for Waskesiu non-profit groups*

10. Townsite Report – Gregg Rutten, Townsite Manager, Parks Canada Agency

- (See the June 13, 2022, Townsite Report accompanying these Minutes.)

11. Cabin Area Swales - Deficiencies & Concerns

- Everyone agreed that the number one goal was functionality of the swales.
- An inspection has been done and the swale is working well. Next step is to clean up the debris, fix the surrounding damage, fix the weeping tile and rock where needed, plus add top soil and grass seed.
- Council Chair suggested that a communication piece from PCA (similar to that provided to Council) be sent to cabin owners through the WSRA. It was also agreed that there should be specific person that people can be in contact with at PCA if there are any further issues identified.
- Councillor Phillips agreed that the WSRA that would be willing to send the PCA communication piece through to the WSRA membership.

12. 2022/2023 Townsite Utility Budget & Rates – status update/timing

- PCA will provide the 2022/2023 Townsite Utility Budget & Rates (Water, Sewer & Garbage) to Council by July 2 for review and questions, in order for the information to be analyzed and, hopefully, approved by Council at the July 8th meeting of Council.

13. Discussion Regarding PCA progress on Council Agenda / Action Items

- Acting Superintendent Duquette said she understood and appreciated Council Chair’s perspective regarding the lack of progress on some Action Items and will work with PCA staff at continuing to move things forward.

14. Approval of Suggested Form of Land Acknowledgment for use by the Waskesiu Community Council -

including (1) addition to Waskesiu.org website and (2) inclusion on all Minutes of Council
 - Formal approval regarding this item has been deferred to the July 8th meeting of Council.

15. Waskesiu Chamber of Commerce - request for \$4000 of funding for Waskesiu marketing & communications

- A decision regarding this item has been deferred to the July 8th meeting of Council.

ACTION ITEM: Administrator to find out the following information from the Chamber for the next meeting: (1) what the donated funds from Council were spent on last year and (2) the intention of where they will be spent this year.

16. Waskesiu Foundation - Request for \$1500 Sponsorship in support of the Waskesiu Foundation’s 2022 Sipping Social & Family Treasure Hunt

A motion was made to support the Waskesiu Foundation’s Sipping Social & Family Treasure Hunt events with a \$1500 donation to be used for any purpose that the Waskesiu Foundation deems appropriate for either event.

Rob Phillips/Bentley Crozier

Carried

17. Vision 2028 – Community Action Plan

- Status Update
- A brief discussion ensued.

ACTION ITEM: The Acting Superintendent and the Townsite Manager are to follow up with Superintendent Cal Martin regarding the information needed to help develop a plan for an off-leash dog park for Waskesiu, including finding out whether a consultant had been retained by PCA as promised.

18. Lack of School Bus Service for Waskesiu Townsite

- Discussion ensued.
- Council impressed upon PCA that this is an item of merit to be addressed.
- This item will be discussed in more detail at the July 8th meeting of Council.

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.

19. PCA Update on Outstanding Maintenance Issues with the Community Hall, Terrace Gardens and Recreation Hall

- Discussion ensued.
- Council Chair and Councillor Judd would like to meet with the Townsite Manager and the Acting Superintendent to review these issues.

ACTION ITEM: Councillor Judd to send the Waskesiu Chamber of Commerce list of hall maintenance issues to the Townsite Manager.

ACTION ITEM: Townsite Manager to provide Councillor Judd with a copy of all updated License of Occupation documents for the halls in question.

20. Other Business (if any)

- **Communication received from the Waskesiu Chamber of Commerce re: Increase in hall rental rates.**
 - This item is deferred to the July 8th meeting of Council.
- **Contact Information**
 - Acting Superintendent Jennifer Duquette provided Council with her cell number if anyone wanted to reach her.

21. Future Council Meeting Dates

- **Friday, July 8th, 2022** has been set for a special meeting of Council (regarding 2022/2023 townsite utility rates). Relevant budget and utilities information is to be received by Council from PCA by July 2 at the very latest.
- **Sunday, August 7th, 2022** (AGM) – (Note: separate AGMs to be held for both Council and the WSRA with a PCA presentation and Q&A session in-between)
- Determine future Council meeting dates (to the end of 2022)
ACTION ITEM: Council Chair and Council Administrator to select dates to the end of the year and Council Administrator to poll Councillors for dates that work for the majority of members and PCA.

22. Adjournment

Motion to adjourn the meeting moved by Bentley Crozier

Carried

12:42 p.m.

Action Items (From the June 13, 2022, Council Meeting)

ACTION ITEM: Council Administrator to send list of Council's waskesiu.org sponsors along with the history from the last few years.

ACTION ITEM: Council Administrator to send proposed agenda for both of the August 7th AGMs, and the PCA presentation and Q&A session, to PCA.

ACTION ITEM: Parks to provide a PCA communication piece (in the same or similar format to the 2021 communication piece provided by PCA to the public) for Council Administrator to add to the "Community News" on Wasquesiu.org (including a link to the communication piece along with latest PCA Water Compliance Report).

ACTION ITEM: Council Administrator to find out the following information from the Chamber for the next meeting: (1) what the donated funds were spent on last year and (2) the intention of where they will be spent this year.

ACTION ITEM: The Acting Superintendent and the Townsite Manager are to follow up with Superintendent Cal Martin regarding the information needed to help develop a plan for an off-leash dog park for Wasquesiu, including finding out whether a consultant had been retained by PCA as promised.

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 Wasquesiu year-round residents.

ACTION ITEM: Councillor Judd to send the Wasquesiu Chamber of Commerce list of hall maintenance issues to the Townsite Manager.

ACTION ITEM: Townsite Manager to provide Councillor Judd with a copy of all updated License of Occupation documents for the Community Hall, Terrace Gardens, and the Recreation Hall.

ACTION ITEM: Council Chair and Council Administrator to select dates to the end of the year and Council Administrator to poll Councillors for dates that work for the majority of members and PCA.

Action Items (From the May 6, 2022, Council Meeting)

ACTION ITEM: Council Administrator to work with WSRA staff to acquire the questions in advance for PCA's Q & A presentation at the August 7th AGM's and forward them on to PCA.

Action Items (From the March 25th, 2022, Council Meeting)

ACTION ITEM: The Superintendent, Council Administrator, and Council Chair to modify the "Communication Protocol – Urgent & Emerging Issues" as discussed to add the PCA and WCC logos and to give it a more professional look. *To be completed by July meeting of Council.*

ACTION ITEM: PCA to create an official letter from the Superintendent addressed to the Community Council regarding deep water hook-up (on the understanding that the letter may, should Council elect to

do so, be shared with WSRA Board and, if shared, that the WSRA Board could elect to share it with their members). *To be completed by July meeting of Council.*

ACTION ITEM: The Superintendent will provide the name of Parks Canada staff who are designated by PCA in relation to those items where PCA is the “Lead”, the “Co-Lead”, and “Partner” in the Vision 2028 Community Action Plan. The information to be provided by PCA to Council at the May 6th meeting of Council. *To be completed by July meeting of Council.*

ACTION ITEM: Council Chair and Councillor Lavallee to finalize an Indigenous land acknowledgement for review by Council. *Draft acknowledgment is now in use, final approval to be obtained by July meeting of Council provided Councillor Lavallee is able to attend.* Council Chair will also work with Councillor Lavallee and Councillor Wood regarding a potential training session for Council members. *Completed.*

Action Items (From the February 11, 2022, Council Meeting)

ACTION ITEM: Council Chair and Councillor Wood, Chair of the Finance Committee, to discuss the tax filing issue and provide a recommendation to Council by September 2022.

Action Items (From the November 5, 2021, Council Meeting)

ACTION ITEM: Townsite Manager to present PCA’s proposed policy regarding tree removal in Waskesiu at the next Council meeting. The policy will be delivered to Council by April 15th . DRAFT policy is being worked on by Superintendent Martin. Townsite Manager will work with the Superintendent to get the DRAFT completed and presented to Council. *The Tree Removal Policy will remain as status quo pending the return of Superintendent Cal Martin in the fall.*

Action Items (From the June 18, 2021, Council Meeting)

ACTION ITEM: Superintendent Martin to provide Council with the summary of the Waskesiu Water and Sewer Infrastructure Report to-date. PCA has a huge report that cannot be emailed. Councillor Phillips has received the report details from PCA (on a USB stick) and is reviewing prior to sharing the information with the balance of the Council. This matter remains in the hands of Councillor Phillips and will be discussed at the May 6th meeting of Council. *Councillor Phillips to bring the USB stick to the Council Administrator or to Council Chair.*

STANDING ACTION ITEMS

ACTION ITEM: 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
June 13, 2022
Prepared by: Gregg Rutten, Townsite Manager
Meeting Location: Virtual

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

2. Cabin Area Swales

- PCA has engaged a contractor to install weeping tile in 4 drainage swales in the cabin area.
- The swales were selected based on the areas that have the poorest drainage.
- Work will commence as soon as moisture conditions allow.
- Work will be completed with a walk behind trencher and hand tools in order to minimize damage to surrounding land.
- Work largely complete. Inspected by PCA on October 20, 2020. Some light landscaping/seeding is required in the spring. A percentage of payment amount to be held back until work is deemed complete by PCA.
- Swales Identified for weeping tile installation in 2021 are:
 - i. Heron-Jay
 - ii. Loon Mallard
- Work in the contract areas has been completed. Contractor will return in early spring to completed final touch-up landscaping of the work areas.
- There has been a 10% holdback of the contract payment to ensure the repair and touch up work will be completed.
- Townsite manager has been in contact with the contractor. Arrangements will be made to complete the contract work as soon as weather and ground conditions allow. Tentatively planning for the work to occur at the end of May.
- **A copy of PCA communications regarding the recent swale work is attached to this report.**
- **Work to complete this contract commenced during the week of June 6, 2022.**

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 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.
- **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. Elk Street Licences of Occupation and Lot Allocation

- With the cancelation of the Chamber of Commerce housing plan, PCA will renew its efforts to issue 1-year licences of occupation to Elk Street Residents.
- Draft documents will be provided to the community council for review prior to Jan. 1, 2021.
- PCA continues to work with PCA realty experts to issue licences of occupation prior to next operational season.
- PCA is considering hosting a virtual meeting with Elk Street residents to outline the process and answer any questions.
- A rating criteria for allocation of 3 vacant Elk Street Lots has been provided to council and the Chamber of Commerce for review and comment.
- PCA intends to allocate the vacant lots to the successful applicants by March 31, 2021.
- Townsite Manager continues to work with Realty advisors on draft of 2-year licence of occupation documents for Elk Street.
- Request for proposal letters were sent to all commercial operators in Waskesiu via email and Canada Post on February 25, 2021.
- PCA will be accepting proposals until March 22, 2021 at 4:00pm CST.
- PCA will evaluate all proposals and plans to allocate the three vacant lots by March 31, 2021.
- Townsite Manager continues to work with Realty advisors on draft of 2-year licence of occupation documents for Elk Street.
- Lots have been allocated based on evaluation criteria to WRA, Chamber and G.O. Centre.
- Licence of Occupations are currently in the final approval process and will be presented for signature very soon (maybe by the time of this meeting).
- WRA and Chamber have already submitted development proposals for mobile homes. G.O. centre expected to provide proposal soon.
- WRA and Chamber lot development are underway. Combined these new lot developments will bring 10 new accommodation units.
- This fall, letters will be issued to all Elk Street tenants informing them of the abolishment of the current "pad rent" administration. Existing tenants will be given the opportunity to enter a formal land use agreement / licence of occupation with Parks Canada for the Elk Street lot that currently occupy.
- Anyone who chooses not to enter a short term licence of occupation will be required to remove all improvements from the property and the property will be made available to the business community on an RFP process. Preference will be given to lease proposals over licence of occupations.
- Letters described above were distributed to Elk Street Tenants on November 3, 2021.
- At time of report only one response from Elk Street tenants regarding the above letter. Respondent indicated they are consulting with their legal representative.
- No other issues or questions raised.
- PCA is preparing Licences of Occupation to be signed by current tenants.
- Effective date of the licences will be April 1, 2022.
- PCA locally has received approval to issue 2 year licences of occupation for the existing tenants on Elk Street.
- Correspondence and copies of the Licence of Occupation have been prepared and sent to all tenants who are eligible to enter into a licence of occupation with PCA.
- Those tenants who are not eligible to enter into a licence of occupation have been given notice that they will be required to vacate the lot they currently occupy.

- Licences of Occupation have been mailed out to all current tenant on Elk Street for signature. Once signed by both parties, they come into effect April 1, 2022.
- One current tenant has been given notice they will no longer eligible for an Elk Street lot and they have been given notice to remove their trailer and other personal property from the lot by a specific date. The current tenant is challenging this notice. PCA continues to pursue solutions for this particular lot.
- **PCA is considering giving Routes2 Sask right of first refusal to obtain a licence of occupation for the site in question on Elk Street.**
- **Routes2 Sask should have been notified this lot was potentially available to them at the time of their purchase of the hotel.**
- **This process would be consistent with PCA's approach to Elk Street Licences of Occupation when the head lease sells.**
- **Should Routes2 Sask decide not to obtain this lot, an RFP process will be initiated where all eligible commercial leaseholders in Waskesiu can apply for it.**

6. All in the Wild Gallery

- PCA is currently reviewing plans for a second storey staff accommodation addition to the existing gallery building.
- A building permit has been issued by PCA for construction of second storey staff accommodation addition to existing building.
- Construction of the addition and utility connections, including deep water and sewer have begun.
- Construction continues at this leasehold.
- The lessee has requested a possible amendment to the lease for this property to allow some commercial accommodation of the upper floor units.
- PCA is looking into the implications of this request in terms of the current lease and also in terms of building code requirements that may need to be met for the suites. PCA zoning allows for commercial accommodation at this location per the Land Use Directive
- **PCA has communicated the requirements to change the use clause in the commercial lease to allow for commercial accommodation with the lessee.**
- **No response has been received at time of this report.**

7. Armstrong Hillcrest Cabins

- PCA has received a request from the owner of Armstrong Hillcrest Cabins to subdivide a portion of the leasehold property.
- PCA is taking this request under consideration. No decision has been made at the time of the report.
- **PCA indicated to the lessee that a business plan outlining the proposed use of the subdivided property and a detailed business plan would be required before we could consider subdivision of this property.**
- **No update at time of report.**

8. Waskesiu Marinas

- **PCA is aware of complaints about the boat launch at the Heart Lakes Marina.**
- **Maintenance of boat launches is the responsibility of the marina operator (per the licence of occupation).**
- **PCA provided staff and equipment (at cost) to the marina operator to attempt to correct to problem.**

- **PCA intends to meet with the operator to define recurring operational issues at the marinas, and to develop clear protocols to deal with these issues.**

Infrastructure and Utilities

9. 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.
- **No update at time of report.**

10.4 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.

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

11. 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.
- **No update at time of report.**

12. 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.

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

13. 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.
- **No update at time of report.**

14. PCA Townsite Financial Report and Water, Sewer and Garbage Fees

- **Townsite manager is working with PANP finance manager to prepare the financial report (including capital asset repayments) for Community Council Review.**
- **PCA will table this report at the July meeting of Council.**