

# WASKESIU COMMUNITY COUNCIL

## PUBLIC MEETING MINUTES



**DATE:** Friday, April 28, 2023  
**TIME:** 9:00 a.m. – 1:00 p.m. (Saskatchewan Time)  
**LOCATION:** ZOOM Virtual Meeting Format

**Attending by ZOOM:** Councillor Jim Kerby (Chair), Councillor Rob Phillips\* (Vice Chair), Councillor Bentley Crozier, Councillor Jacqueline Archer, Councillor Bob Cyr, Councillor Linda Lavallee (\*Councillor Phillips left the meeting at 10:50 am)

**Also attending by ZOOM:** From Parks Canada Agency – Waskesiu Townsite Manager Gregg Rutten

**Regrets:** Councillor Jennifer Wood and - from Parks Canada Agency – Acting Field Unit Superintendent Pamela Jalak

**1. Call to Order** 9:05 a.m.

**2. Motion to move the Council Meeting “In-Camera”**  
*Bob Cyr/Jacqueline Archer* *Carried*

**3. Motion to terminate the “In-Camera” portion of the Council Meeting** 10:00 a.m.  
*Bentley Crozier/Rob Phillips* *Carried*

**4. Land Acknowledgement – Council Chair**

*On behalf of the Waskesiu community, we acknowledge that we are on the traditional lands of the Cree Peoples, signatories to Treaty 6, and the Homeland of the Métis. We pay our respect to the First Nations and Métis ancestors of this special place and reaffirm our relationship with one another.*

**5. Motion for the Adoption of the Agenda for the Public Meeting of Council**  
*Jacqueline Archer/Bob Cyr* *Carried*

**6. Motion for the Review and Adoption of Meeting Minutes of March 24, 2023**  
*Rob Phillips/Bentley Crozier* *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 sent March 27 from Gregg Rutten, Townsite Manager, to Council regarding potential spring meeting of Waskesiu stakeholders*
- *Email sent March 28 from Council Chair to Lakeland News regarding WCC submission for the 2023 Cabin Stuffer.*
- *Email received March 29 from the Waskesiu Foundation regarding their Insider Update newsletter.*
- *\*Email received April 3 from the Chair of the WRA Board of Directors “Recommendation regarding the Election of Jacqueline Archer to the Waskesiu Recreation Association (WRA) Board of Directors”.*

- *\*Email received April 4 from Waskesiu Townsite Manager regarding Urgent or emerging issue: Break in at Prospect Point (and related follow up correspondence April 8).*
- *Email received April 4 from Kathy Ponath regarding WSRA's request for Council's submission to their annual newsletter.*
- *Email sent April 7 from Council Chair to Kathy Ponath regarding Council's submission to WSRA's annual newsletter.*
- *Email received April 8<sup>th</sup> from the Waskesiu Chamber of Commerce regarding Social Media Campaign for Waskesiu Chamber of Commerce Members.*
- *\*Email received April 11<sup>th</sup> from the Waskesiu Chamber of Commerce regarding the Waskesiu Chamber of Commerce 2022 Marketing Report.*
- *\*Email received April 13 from Gregg Rutten, Waskesiu Townsite Manager, regarding 2022 Annual Potable Water reports.*

**9. Townsite Report** – Gregg Rutten, Townsite Manager, Parks Canada Agency

(See the April 28, 2023 Townsite Report accompanying these Minutes.)

- Additional information reported by the Townsite Manager:

**Townsite Utilities – Townsite Seasonal Water Turn On**

- Night time lows are being monitored and once they reach the PCA guidelines, the water will be turned on to the cottage and cabin areas.
- The Townsite Manager to inform Council Administrator when this happens and the information will be posted on the “Community News” page on Waskesiu.org website.

**10. Potential Spring Meeting of Waskesiu Stakeholders** – follow up on PCA suggestion for potential “Facebook Live” event. Discussion ensued.

- The Townsite Manager reported that this type of Facebook Live event is intended to be a “welcome back” and an opportunity to share Park updates with Waskesiu businesses and residents.
- Council is supportive of the event and will gladly participate but we would prefer not to “host” the event as we do not have the necessary IT support services to accommodate that. Council is pleased to “partner” with PCA.
- The Townsite Manager will get back to Council with the PCA plan.

**11. Update on Recent Break-ins/Suspicious Activity in Waskesiu Townsite**

*Prospect Point & Other Locations*

- Council members are not aware of any other problems or locations of break-ins other than those that took place on Prospect Point and were reported. There was evidence of recent footprints around a couple of the cottages on Prospect Point, but no new break-ins seemed to have occurred.

*PCA & Law Enforcement Actions/Recommendations*

- PCA contacted the park Wardens who reported there have been no further break-ins.

## 12. Waskesiu Vision 2028 – Updated Community Action Plan

### a. Draft documents for discussion & approval by Council:

- i. An updated Waskesiu Vision 2028 “*Community Action Plan*” (updated as of April 2023).
- ii. Accompanying “*Explanatory Notes*” (that list each “action item” and summarize the information Council received from each stakeholder regarding their progress).

- Discussion ensued and it was decided that, to avoid any confusion, the “completed” Action Items from the Community Action Plan should all be added into the Explanatory Notes document.

**ACTION ITEM:** Council Administrator to update the Explanatory Notes document to include all of the “Completed” action items listed in the Community Action Plan.

### b. Motion: “*That the updated Vision 2028 Community Action Plan and related Explanatory Notes documents, in the form presented to Council, be circulated to Parks Canada Agency and all key stakeholder groups by the Chair & Administrator.*”

**Bob Cyr/Bentley Crozier**

**Carried**

## 13. PCA 2022 - Annual Potable Water reports

### a. Review & Discussion – including comments (if any) from Council

### b. Next steps:

- i. posting information on Waskesiu.org

The information supplied by PCA will be posted on the “Community News” page on Waskesiu.org website.

- ii. PCA plans (if any) for communication to Waskesiu businesses & residents

**ACTION ITEM:** Council Administrator to work with the Townsite Manager to communicate Potable Water reports on Waskesiu.org

## 14. WCC - Revised Version of Draft Communication Regarding – (1) Emergency Water Rescue & (2) Non-Emergency Watercraft Retrieval - Key Messages Review

### a. Review & Discussion of revised draft prepared by Council

- The Townsite Manager has circulated the revised draft to relevant PCA managers and they were happy with it. He stated it was important to make the differentiation between an “emergency” and a “non-emergency” event in the document. He would like to add one bullet under the watercraft retrieval section providing a link to a safe boating website.

- The Townsite Manager will send his revised version to Council once it is complete and it will be included in the WSRA Newsletter submission from PCA.

### b. Next steps: Plans for dissemination of communication(s) by PCA including, if requested, assistance with communications from Council & other stakeholders (e.g., the WSRA, Waskesiu Marina)

- Discussion ensued and it was decided that a posting on the Waskesiu.org website, and an email to WSRA members will be used to circulate the information.

- It was suggested that PCA also ask the Marina operator to share this information with their customers (such as posting on their bulletin boards at the Marinas).

- It was also suggested that the Waskesiu Chamber of Commerce could send the information out to all their members. Councillor Archer was asked to take charge of that.

**ACTION ITEM:** Councillor Archer to approach the Chamber regarding dissemination of the Emergency Water Rescue and Non-Emergency Watercraft Retrieval messaging to Chamber members.

**15. Cottage Guidelines – Brief Status Update**

- The Townsite Manager reported that he will be attending a meeting scheduled for May 1 with the joint Committee of Council and the WSRA (members of which include: Councilor Wood, Councilor Phillips & Councillor Kerby, Kurt Wintermute, Herb Pinder, and Paul Pinder).

**16. PANP 2022-23 Wildfire Risk Reduction Activities – Update from Parks Canada Agency**

- The Townsite Manager reported that the fire crew is mobilizing to initiate the Community Fuel Break prescribed burn this weekend, weather and conditions permitting. Once the prescribed burn is completed, a communication will be shared with Council and the community.

**17. WRA – Request for Appointment of Additional Director (Jacqueline Archer)**

**Motion:** “That the Waskesiu Community Council hereby approves the appointment of Jacqueline Archer to the Waskesiu Recreation Association’s Board of Directors effective as of April 28, 2023, and that the Chair is hereby authorized and directed to take such steps, and complete such documentation, as may be necessary to give effect to this resolution.”

**Bob Cyr/Bentley Crozier**

**Carried**

**18. Request for PCA to Promptly Designate a Member of the “Volunteer Committee” – Waskesiu Vision 2028 Community Action Plan item with Council, WRA, WSRA and PCA.**

**ACTION ITEM:** The Townsite Manager to confirm who PCA’s designated member of the Volunteer Committee will be.

**19. Other Business (if any) – There was no other business.**

**20. Future Council Meeting Dates**

- Friday, May 26<sup>th</sup> – **In person** - Elk Ridge on the Lake Meeting Room
- Friday, June 23<sup>rd</sup> – **In person** - Elk Ridge on the Lake Meeting Room
- Sunday, July 23 – AGM – Terrace Gardens – 9:00 a.m.

**21. Adjournment**

**11:40 a.m.**

**Motion to adjourn made by Jacqueline Archer**

**Carried**

### **Action Items (From the April 28, 2023 Council Meeting)**

**ACTION ITEM:** When the “*Keep the Rubber off the Road*” document has been completed, Council Administrator will post it on the Waskesiu.org website on the “*Community News*” page.

**ACTION ITEM:** Council Administrator to update the Explanatory Notes document to reflect the completed Action Items.

**ACTION ITEM:** Council Administrator to work with the Townsite Manager to communicate Potable Water reports on Waskesiu.org

**ACTION ITEM:** The Townsite Manager to confirm to Council who PCA’s designated member of the new Volunteer Committee will be prior to the next meeting of Council.

**ACTION ITEM:** Council Administrator will post the the revised Joint Communication on (1) Water & Sewer Infrastructure and (2) Cabin Area - Bringing Legal Non-Conforming Decks into Compliance on the waskesiu.org website once it is released by the WSRA.

**ACTION ITEM:** Councillor Archer to approach the Chamber regarding dissemination of the Emergency Water Rescue and Non-Emergency Watercraft Retrieval messaging to Chamber members.

**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, and advise Council.

### **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. *Acting Field Unit Superintendent Jalak reported that she and Scott Nesbitt will be the PCA “LEAD” staff members for Council to contact and work with regarding Reconciliation initiatives in PANP. Councillors working on that initiative include the Chair and Councillors Crozier, Lavallee and Cyr.*

**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 re-locate existing 15-minute parking signs near the Waskesiu Trading Company store to be more centrally located in front of the store before the 2023 summer season. *This work is anticipated to be completed by PCA prior to the 2023 May Long Weekend.*

**ACTION ITEM:** Townsite Manager and Councillor Crozier to discuss potential placement of the addition of limited parking signs behind the PANP Admin building. *This work is anticipated to be completed by PCA prior to the 2023 May Long Weekend.*

**ACTION ITEM:** PCA, collaborating with Council’s Essential Services Committee, to update the Park’s Emergency Response Plan and create a communication piece. *PCA has been working on this Emergency Response Plan and the Townsite Manager will report to Council prior to the May Council meeting, regarding the status of this plan and related communications. Ongoing.*

**ACTION ITEM:** PCA to reach out to other national parks to learn what was done for their centennial celebrations and to share that information with Council. *Ongoing by PCA. Acting Superintendent Jalak to reach out to other national parks.*

**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 recently 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. This item will be discussed at the next meeting of Council. Acting Superintendent Pamela Jalak will investigate this issue.*

#### **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 15<sup>th</sup>, 2022. DRAFT policy is being worked on by Superintendent Martin. Townsite Manager will collaborate with the Superintendent to get the DRAFT completed and presented to Council. *PCA expects the Tree Removal Policy will be made available to Council by the March meeting of Council. Council should expect the report by April 15<sup>th</sup>. This item will be added to the agenda for the May meeting of Council.*

#### **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  
**April 28, 2023**  
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.
- 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.**

## **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.**



## 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 ft<sup>2</sup> 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 business 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.
  - **No update at time of report.**

#### 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.**

#### 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.
- **No update at time of Report.**

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## **Vegetation Management**

### 9. 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 will be provided to the WCC for review as soon as it is available.**