

# WASKESIU COMMUNITY COUNCIL

## PUBLIC MEETING MINUTES



**DATE:** Friday, February 12, 2021

**TIME:** 11:00 a.m. – 2:30 p.m.

**LOCATION:** “Google Meet” format

**Attending remotely by Google Meet:** Councillors Jim Kerby, Bryan Matheson, Rob Phillips, Bentley Crozier, Jennifer Wood, and Administrator Noreen Matthews

**Also attending by Google Meet:** From PCA – Field Unit Superintendent Cal Martin, Townsite Manager Gregg Rutten

1. **Call to Order** 11:00 a.m.
  
2. **Motion to move the Council Meeting “In-Camera”**  
*Jennifer Wood/Bentley Crozier* *Carried*
  
3. **Motion to Terminate the “In-Camera” portion of the Council Meeting** 12:00 Noon  
*Bentley Crozier/Jennifer Wood* *Carried*
  
4. **Motion to Adopt the Agenda for the Public Meeting of Council**  
*Jennifer Wood/Bentley Crozier* *Carried*
  
5. **Motion to Adopt the Meeting Minutes of December 18, 2020**  
*Bryan Matheson/Jennifer Wood* *Carried*
  
6. **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 Action Items.)
  
7. **Business Arising from the Minutes/Status Updates**  
There were no additional “Business Arising” items from the Minutes not otherwise addressed in the Action Item review or under the remaining Agenda items below.
  
8. **Correspondence (*for information only unless otherwise noted with an asterisk\**):**
  - Email received January 7<sup>th</sup> from Wayne Simpson regarding the Lobstick Golf Course joint meeting with Parks Canada on December 15, 2020.
  - Email received February 7<sup>th</sup> from Waskesiu Chamber of Commerce regarding Tourism Saskatchewan \$30,000 grant.
  
9. **Townsite Report – Gregg Rutten, Townsite Manager, Parks Canada Agency**  
(See the February 12<sup>th</sup>, 2021 Townsite Report accompanying these Minutes.)

## 10. New Main Beach House Project

- Brief Status Update
  - This item was covered under the Townsite Report. The contractor is currently on site working to rectify the remaining deficiencies.

## 11. Waskesiu Vision 2028

- Brief Status Update
  - Council is ready for the next steps. Council Chair and Council Administrator will write to all of the key stakeholder groups in Waskesiu, provide them an updated draft “Implementation Strategy”, and remind them that the planned Key Stakeholder Meeting on May 21<sup>st</sup> will still be held, hopefully at the Hawood, but that due to COVID-19, it may be a virtual meeting (or a partially in-person/partially virtual meeting).  
**ACTION ITEM:** Council Chair and Council Administrator will write to all of the key stakeholder groups in Waskesiu to provide them with an updated “Implementation Strategy”, and remind them that the planned “Waskesiu Vision 2028” Key Stakeholder Meeting scheduled for May 21<sup>st</sup> will still be held.

## 12. Staff Housing

- Status Update (Jennifer Wood, Jim Kerby & Gregg Rutten)
    - A revised draft of the Spruce Ridge Trailer Park “Occupancy Agreement”, as amended by Councilor Wood and the Chair of Council, was delivered to Parks Canada for review and comment by PCA. The Townsite Manager confirmed, on behalf of Parks Canada, that he agrees that the revised draft is a good improvement and should be implemented. After further discussion, it was also confirmed that the drafting changes proposed by Council did not change the original intent of, or the policy approach used in, the Occupancy Agreement. Rather, the drafting changes provided some much-needed clarification, including a number of definitions, that resulted in an improved agreement. Next steps for the Occupancy Agreement (PCA internal review, potential Chamber review, other?)
      - Parks Canada will be having an internal review of the document and agreed to share the information from that meeting with Council and the Waskesiu Chamber of Commerce.
    - Discussion ensued, and Council was supportive of the proposed approach.
  - Elk Street – Potential Release by PCA of 3 vacant lots
    - A very lengthy discussion ensued on how and when the three (3) vacant lots on Elk Street would be released by Parks Canada, who would be eligible, and what kind of “rating” system would be utilized by Parks Canada to help them make their decision. Council provided input on all aspects of the PCA plan, and encouraged Parks Canada to move the matter along as expeditiously as possible so that the new licence holders have the opportunity to make use of the lots for staff housing during the 2021 summer season.
- ## 13. Waskesiu Volunteer Fire Department – in depth discussion of Fire Chief’s most recent report
- A lengthy discussion ensued on the needs and requirements of the Waskesiu Fire Department and how they will be dealt with by PCA and the community.  
**ACTION ITEM:** The Townsite Manager is to provide his thoughts on how to achieve the goals, and to acquire or pay for the larger items, identified in the Fire Chief’s 2020 Annual Report at next meeting of Council.

#### **14. Waskesiu Foundation - Amended Bylaws and Consolidated Articles**

The Chair advised Council that the Waskesiu Foundation is currently working on consolidating their Articles. To be clear, the Foundation will not be changing the content of the Articles, but will bring them into one document (consolidating about 18 pages representing all prior amendments into 2 pages). At the same time, they will be amending (updating) their Bylaws to modernize them, including permitting meetings by electronic means. The Chair anticipates that the information regarding the Articles and Bylaws of the Foundation will be made available at the next meeting of Council. No changes to the Articles or the Bylaws can occur without the approval of Council as the sole member of the Waskesiu Foundation.

#### **15. Waskesiu Recreation Association Matters**

- Request for appointment of Alison Montgomery and Deborah Young as new WRA Directors:

**“BE IT RESOLVED THAT:**

*(1) Alison Montgomery be elected as a director of the Waskesiu Recreation Association Inc. (the “WRA”) to hold office until the next annual meeting of the member(s) of the WRA, or until her successor may be elected; and*

*(2) Deborah Young be elected as a director of the WRA to hold office until the next annual meeting of the members(s) of the WRA, or until her successor may be elected; and*

*(3) The Chair of Community Council is hereby authorized and directed to take such steps and complete such documentation as may be necessary to give effect to this resolution.”*

**Bryan Matheson/Rob Phillips**

**Carried**

- Request for Waiver of Appointment of Auditor / Appointment of Virtus Group LLP to prepare Review Engagement Financial Statements on behalf of the WRA:

**Motion:**

**“BE IT RESOLVED THAT:**

*The WRA dispense with the appointment of an auditor for the current fiscal year and appoint Virtus Group LLP to prepare the Corporation's financial statements for the current fiscal year on a review engagement basis.”*

**Rob Phillips/Bentley Crozier**

**Carried**

#### **16. WCC/PCA – Proposed “Communications Protocol” – follow up discussion**

The Superintendent advised that Parks Canada has been working on this matter, but PCA doesn't have anything available to table at this meeting. As such, this item will be moved to the WCC March 22<sup>nd</sup> Public Meeting Agenda, and Parks Canada will have a proposed approach tabled with Council in time for review and discussion at that meeting.

**ACTION ITEM:** Parks Canada will provide Council with a proposal regarding a “Communications Protocol” for review by Council prior to the March 22<sup>nd</sup> meeting of Council.

## 17. Committee Reports

- **Budget & Finance Committee** – Bryan Matheson, Chair  
Nothing further to report.
- **Business Relations Committee** – Jennifer Wood, Chair  
Nothing further to report.
- **Community Planning & Development Committee** – Rob Phillips, Chair  
Nothing further to report.
- **Communications & Community Relations Committee** – Jim Kerby & Bentley Crozier  
Nothing to further report.
- **Essential Services - Policing & Fire Committee** – Rob Phillips, Chair  
Nothing further to report.
- **Vegetation Management/FireSmart Committee** – Bryan Matheson, Chair  
Nothing further to report.

## 18. Other Business

- Preservation of Kapasiwin rental cabin  
- Councillor Phillips presented a request to Parks Canada to help preserve the one remaining Kapasiwin rental cabin that, if not preserved, would soon be removed from the site to make way for the construction of new cabins underway on the Kapasiwin site. In his opinion, this is a historical/heritage building and should be preserved. Unfortunately, this is a building of local historical value not of federal historical value. Upon speaking with the Waskesiu Heritage Museum, he was told there was no suitable place on their site to keep the cabin. Councillor Phillips has requested Parks Canada to provide a special permit to allow the building to stay on the Kapasiwin land without adversely affecting Kapasiwin’s ratio of permitted development as a percentage of their square footage of leased land.

The deadline is February 28<sup>th</sup> to receive that permit, otherwise the cabin will be removed permanently.

**ACTION ITEM:** Superintendent Martin will set up a call with Councillor Phillips and the Townsite Manager to discuss all options available to assist in the preservation of the Kapasiwin rental cabin.

- Letter received by Rob Phillips from cottage owner Kelly Prodanuk regarding Cottage Water Service. Councillor Phillips gave a brief recap that the reason for the letter was due to issues with the cottage water service over the past few years, Mr. Prodanuk believes the water service in the cottage area is in need of major repairs or replacement. Mr. Prodanuk would also like to see “deep water” lines installed in the cabin and cottage areas that would provide year-round availability of water to use in the cabins/cottages, or at least a full 7 months of water availability.

A lengthy discussion ensued regarding the advantages and challenges of installing deep water services to the cabin area.

**ACTION ITEM:** At the WCC March 22<sup>nd</sup> meeting, Nicole Crerar, PCA Asset will be asked to present and discuss the recent report on the Waskesiu Townsite water service infrastructure. The report stated the infrastructure is actually in good shape, but with the continuing need for a proper maintenance schedule.

**ACTION ITEM:** The Waskesiu Seasonal Residents Association (WSRA) to provide more formal indication to Council over the next few months about their view on this issue of cottage/cabin water service issues and the need/request for deep water services in the cabin/cottage areas.

- 2021 Community Council Election Day & Related Matters:

**Motions:**

**“BE IT RESOLVED:**

1. That, pursuant to the Bylaws of the Corporation and in accordance with the Memorandum of Understanding between the Corporation and Parks Canada Agency:

*(1) Sunday, August 1<sup>st</sup>, 2021 is hereby designated as Election Day for purposes of the election of Council;*

*(2) The deadline for receipt of nominations (Nomination Day) is hereby designated as 4:00 p.m., on Saturday, July 3<sup>rd</sup>, 2021; and*

*(3) An Advance Poll shall be held on Sunday, July 25<sup>th</sup>, 2021.*

2. That the Chair of Council and the Council Administrator be and they are hereby authorized and directed to take such steps, and complete such documentation, as may be necessary to give effect to this resolution.”

**Jennifer Wood/Rob Phillips**

**Carried**

**19. Future Meeting Dates**

- a. Monday, March 22<sup>nd</sup> – **9:00 a.m. start time (Saskatchewan time), PCA to join Council at 10 a.m.**
- b. Friday, April 30<sup>th</sup>
- c. Friday, May 21<sup>st</sup> (Waskesiu Vision 2028 meeting with key stakeholder groups)
- d. Saturday, July 3<sup>rd</sup> - Nomination Day – Nominations close at 4 p.m.
- e. Sunday, July 25<sup>th</sup> - Advance Poll
- f. Sunday, August 1<sup>st</sup> - Election Day

**20. Adjournment**

**Rob Phillips**

**Carried**

**3:00 pm**

## Action Items

### (From February 12, 2021 Council Meeting)

**ACTION ITEM:** Superintendent Martin to contact the Waskesiu RCMP detachment about their snow clearing policy.

**ACTION ITEM:** Council Chair and Council Administrator will write to all of the key stakeholder groups in Waskesiu to provide them with an updated "Implementation Strategy", and remind them that the planned "Waskesiu Vision 2028" Key Stakeholder Meeting scheduled for May 21<sup>st</sup> will still be held.

**ACTION ITEM:** The Townsite Manager is to provide his thoughts on how to achieve the goals, and to acquire or pay for the larger items, identified in the Fire Chief's 2020 Annual Report at next meeting of Council.

**ACTION ITEM:** Superintendent Martin will set up a call with Councillor Phillips and the Townsite Manager to discuss all options available to assist in the preservation of the Kapasiwin rental cabin.

**ACTION ITEM:** At the WCC March 22<sup>nd</sup> meeting, Nicole Crerar, PCA Asset Manager, will be asked to present and discuss the recent report on the Waskesiu Townsite water service infrastructure. The report stated the infrastructure is actually in good shape, but with the continuing need for a proper maintenance schedule.

**ACTION ITEM:** (Councillor Phillips) - The Waskesiu Seasonal Residents Association (WSRA) to provide more formal indication to Council over the next few months about their view on this issue of cottage/cabin water service issues and the need/request for deep water services in the cabin/cottage areas.

**ACTION ITEM:** The Townsite Manager to provide a brief written update to Council regarding the status of the National Permitting Process - Land Use and Development Regulations, which will also be made available for Councillors Phillips and Wood to present to the WSRA.

**ACTION ITEM:** Superintendent Martin to follow up on when the Compliance Report on Waskesiu water quality will be available to share with Council.

**ACTION ITEM:** Discussion of the PANP/Waskesiu Long-term Investment Plan will be added to the WCC March 22<sup>nd</sup> Public Meeting Agenda. Nicole Crerar, PCA Asset Manager, to be invited to the meeting to discuss the plan.

## Action Items

### (From December 18, 2020 Council Meeting)

**ACTION ITEM:** Park Superintendent and the Townsite Manager will review the recent suggested changes to the draft Waskesiu Vision 2028 Implementation Strategy made by the golf course and get back to Council with any comments they may have. *PCA stated the changes made are acceptable and approved PCA being listed as a Partner on both projects.*

**ACTION ITEM:** The Superintendent and the Townsite Manager will work with Council Chair and Councillor Phillips on developing an emergency services communications protocol. *A draft will be coming from PCA to Council prior to the WCC March 22<sup>nd</sup> meeting.*

**Action Items**  
**(From June 26, 2020 Council Meeting)**

**ACTION ITEM:** The Townsite Manager is to send the revised draft (PCA version) of the 2020 Yard Waste Directive, based on Council’s feedback, to Council for review and approval (and, following approval, the new Directive will then be communicated by PCA, Council, the WSRA, and others, to the townsite as a whole). *Ongoing, to be dealt with Council and Parks during the winter months. Leads on the project are Superintendent Cal Martin and Council Chair Jim Kerby. Council is awaiting a response from PCA to the latest draft submitted by the Council Chair to PCA in September.*

**ACTION ITEM:** Councillor Phillips to invite Waskesiu RCMP Sargent Rene Giroux to give an update report at a future Council meeting. *Ongoing. Councillor Phillips has invited Sargent Giroux to attend a Council meeting in the first half of 2021. An in-person report or a written update will be provided by the RCMP at a future meeting of Council.*

**Action Items**  
**(From February 7, 2020 Council Meeting)**

**ACTION ITEM:** Council Chair, Councillor Matheson and Council Administrator to meet regarding tax filing. *Ongoing – a date to meet is to be arranged by the Chair of the Finance Committee before the March meeting.*

**Action Items**  
**(From October 4, 2019 Council Meeting)**

**ACTION ITEM:** PCA and WSRA (Rob Phillips) to report any potential cabin guidelines changes that the parties wish to discuss with Council (as sign off on changes requires all three parties). *Councillor Phillips advised that discussions are underway, and no decisions have been made. Matter is ongoing.*

**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. The water quality report was received prior to the July 29<sup>th</sup> Council meeting and will be posted under “Our Community” on 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 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.*

**ACTION ITEM:** PCA to send updates regarding the National Permitting Process - Land Use and Development Regulations.

**APPENDIX I**  
Waskesiu Community Council Meeting Report  
**February 12, 2021**  
Prepared by: Gregg Rutten, Townsite Manager  
Meeting Location: Hawood Inn, Waskesiu

\*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 – one 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.

**PCA will provide an updated options paper for Council’s consideration at the March meeting of Council.**

2. Yard Waste Directive

- PCA has proposed updates to the Yard Waste directive in an effort to minimize the amount of yard waste piled next to garbage cans and create efficiencies for PCA staff time for collection of yard waste.
- For Discussion with WCC, implementation delayed until spring 2021.
- 2012 Yard Waste Directive is in effect.
- PCA internal discussions are ongoing and are looking at this in the context of Yard Waste, Metal recycling, compost and the roll-off bin.
- **PCA has discussed amendments to the yard waste directive and provided council with a draft copy for their review.**

3. 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:
  - o Heron-Jay
  - o Loon Mallard
- **No update at time of report**

## **Commercial Development/Business Licencing**

### 4. 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.**

### 5. 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.
- **No update at time of report.**

#### 6. Black Spruce Gallery

- PCA is in the process of approving a food service operation as an ancillary business to the gallery business.
- The proposal includes a stand alone “food service cart/trailer”.
- This use is allowed only because there is already a primary building on the site.
- PCA will consider similar proposals from other lessees with fixed roof buildings on their leaseholds.
- This is consistent with other Parks Canada townsites.
- For clarity, the proponent has completed an addition to the primary building which includes a public washroom and commercial food storage and preparation areas. The proposal was vetted by a Provincial Health Inspector to ensure compliance with all applicable health and safety codes prior to PCA approval.
- Work continues on this project.
- This operation did not open during the 2020 season. No update on the expected opening of this business.
- **No update at time of report.**

#### 7. SRTP Expansion

- The Waskesiu Chamber of Commerce has withdrawn their proposal to build a work camp style staff accommodation area.
- PCA will re-schedule construction of additional RV sites as an expansion of the Spruce Ridge Trailer Park.
- Site grading and utility rough-ins have been completed.
- PCA expects to have the 8 sites operational by June 2021.
- **No update at time of report.**

#### 8. 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.**

#### 9. Commercial Rent Relief Program

- PCA nationally has announced a rent relief program for commercial lessees in National Parks Across the country to assist with Covid related loss of revenue.

- PCA locally will distribute the application form and related information to local leaseholders.
- Applications must be received by PCA by August 31, 2020.
- Letters and application forms have been sent out to all commercial head lessees in Waskesiu.
- PCA received 19 applications from Waskesiu businesses out of 30 application packages mail out relating to this program.
- **No update at time of report.**

#### 10. 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.**

### **Infrastructure and Utilities**

#### 11. 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.**

#### 12. 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.**

#### 13. Recreation Area Renewal (Lawn Bowling/Sport Court)

- The WRA board has a question regarding the remediation of contaminated material at lawn bowling green. The question is in the context of preparing the site for the installation of a sport court facility. PCA is working with the WRA to determine scope of work required and next steps. The environmental assessment specialist from PCA has been engaged in the project.
- Meeting with WRA to discuss options for remediation scheduled for Oct. 11.
- "Capping" of the contaminated lawn bowling site is considered a low risk and economical remediation solution.
- The contaminated area is a legacy issue caused by past park management practices. Therefore PCA will contribute the cost of remediation should funds be available in 2019 (following a Feb. Management Team review of all 2019 budget pressures).
- PCA is working closely with the WRA to determine the required amount and type of soil for the capping process (based on specifications for the sport

- court surface, and to determine the appropriate timing of the remediation work.
- PCA is waiting for an engineered design of the capping and drainage for the sport court area that will support an asphalt subsurface for the sport court area.
- Once the design is finalized, the project will go out to tender.
- An engineered design has been provided to PCA, which will address to goal of capping the contaminated area.
- The WRA is currently reviewing this design against the requirements of the sport court surface.
- Final details have been worked out in relation to this project. Final engineering design should be received by Parks Canada in the coming months. Work to commence in spring of 2020.
- Tender for the capping work has been posted.
- Townsite manager will be the PCA liaison for this project once a tender is awarded.
- Bids came in higher than anticipated for this project. PCA is working with the Recreation Association on options for the project.
- Capping of the Lawn bowling area will begin on November 2, 2020 with completion of the project on November 9, 2020.
- **This project is substantially complete. The consultant and contractor will return to site in spring 2021 to address any deficiencies.**
- **No update at time of report.**

#### 14. Beach House Washroom and Shower Replacement

- Similar situation to 4 way stop project. Construction estimates received are significantly higher than the available funding. Additional funding is being sought internally.
- Big and Little beach house will remain in service for the 2019 summer season.
- Demolition and replacement of Big Beach House likely to begin in Sept. 2019.
- The contract for this work has been posted on the Government of Canada "Buy and Sell" website.
- Work is planned to commence immediately after labour day in September.
- There will be disruption to the walking path adjacent to the shower building and main parking lot that will require events such as the Outer Limits fun run to alter their normal routes. Event coordinators have been informed of this situation.
- Demolition of the main beach shower/washroom is well underway at the time of this report.
- Construction has started on the new shower/washroom and will continue throughout the winter. The goal is for the building to be operational in time for the May long weekend in 2020.
- Scheduled completion date is still planned for May Long weekend, but PCA is preparing for possibility of delays into June due to contractor.
- Contractor intends to have the building operational for May long weekend with full completion of the project by June 2020. Contingency plans are in place if the building is not operational by the scheduled date.
- PCA continues to work with the contractor to rectify deficiencies.
- Contract will not be considered complete until the building can be fully inspected and tested.
- **The contractor for this project is back on site.**
- **Completion date is estimated as April 2021.**

#### 15. 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.**

# Waskesiu Fire Department Annual Report December 2020



Submitted for:  
Gregg Rutten Waskesiu Townsite Manager  
Waskesiu Community Council

Les Karpluk  
Fire Chief

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## Background

This report is provided to Parks Canada as the annual report for the Waskesiu Fire Department (WFD) from January 1-December 10, 2020. It is intended to provide information to help form decisions that are made by Parks Canada for the Waskesiu Fire Department and the Townsite.

The impact of COVID-19 has certainly changed the way the WFD conducted business in 2020. The activities of the fire department continued as identified in this report so members were equipped, trained and able to meet the needs of the community.

This report meets the contractual requirement which includes the following;

- i. Providing the Waskesiu Town Manager a gap analysis report to identify any notable department weaknesses that would prevent compliance with the Waskesiu Fire Department Operational Guidelines;
- ii. Providing a status report to Parks Canada and the Waskesiu Community Council on a bi-annual basis;
- iii. Informing Parks Canada regarding the need to purchase and/or upgrading of equipment to ensure compliance with Occupational Health & Safety Guidelines;
- iv. Informing Parks Canada regarding qualified individuals and a schedule for testing and maintenance on all equipment as needed (including but not limited to fire hoses, air compressors, self-contained breathing apparatus units, fire pumper, etc.).

Reference for Parks Canada Responsibilities include;

- i. Providing the fire hall facilities (including the office and telephone) and arranging for any required maintenance and repairs as needed;
- ii. Reviewing budget expenditure recommendations provided by the Contractor, on an annual basis, regarding the purchase and/or upgrading of equipment, prioritize such requirements in consultation with the Contractor and purchasing or upgrading of such equipment as the budget permits.

A copy of this report will be provided to The Waskesiu Community Council as per contractual terms.

In this report **Section 10.0-Future Planning** is intended to identify some existing gaps for Parks Canada so strategic planning can occur to provide effective and efficient fire protection services for millions of dollars of assets in the Townsite of Waskesiu and the National Park boundaries. The section is not intended to be an encompassing list of gaps

as that would require a full fire service review, but it is intended to raise the alert to obvious gaps at the moment.

Due to its geographical location, the Townsite of Waskesiu relies upon the Lakeland & District Fire Department for mutual aid but these resources are 50 kilometers away. The Lakeland & District Fire Department does have a Tanker truck stationed at Elkridge Resort, however the availability of this truck and resources is dependent upon a driver/operator and Parks Canada should not depend upon a neighbouring fire department that may or may not be able to send resources. More information will be provided in Section 10.0 of this report.

To assist with the prioritization and implementation of the recommendations contained in this report, the recommendations are color coded as per priority;

- Red-High priority (0-6 months-urgent based upon operational needs or health & safety requirements)
- Yellow-Medium priority (6-12 months)
- Green-Low priority (12-24 months-not immediately urgent but impacts the fire department or Townsite in a long-term manner)

Also included are appendices with a summary of previous recommendations from the 2018 and 2019 annual reports, status updates of those recommendations, highlights of 2020 and a list of non-budget items for the WFD.

### 2020 Recommendations

Red-High Priority (0-6 months)		
No	Recommendation	Approximate Cost
1	<b>Hose Testing Recommendation:</b> <i>All of the fire hose must be tested in 2021 and this has not been completed in recent years and a fire hose tester needs to be purchased.</i>	\$4,500-\$5,000
2	<b>Washroom Painting-</b> <i>As the diversity of the WFD continues to grow, it is recommended that the washroom in the fire hall be painted and minor renovations be made to make the washroom more socially acceptable.</i>	\$2,000

Yellow-Medium Priority (6-12 months)		
No	Recommendation	Approximate Cost
1	<b>Training Recommendation #1-</b> A partnership with Parks Canada and an external stakeholder be established for a shipping container to be provided for the WFD so firefighters are able to conduct structure live fire evolutions in accordance to the WFD standard operating procedures.	Unknown as seeking partnership
2	<b>Training Recommendation #2-</b> A vehicle prop be finalized for 2021 so firefighters are able to conduct live fire evolution.	\$250
3	<b>SCBA Recommendation-</b> Two refurbished or certified AP50/AP75 be acquired in 2021 to replace the two SCBA that do not meet the industry standard.	\$2,000
4	<b>Diesel Fumes Recommendation:</b> To minimize diesel fume exposure on PPE and to minimize budget impact, a low-cost method to expect diesel fumes from the apparatus bay be investigated and a report provided to Parks Canada with a recommendation in the first quarter of 2021.	Report to be provided in Qtr-1, 2021
5	<b>Secondary Vehicle recommendation #1:</b> Parks Canada to work with the Townsite Manager to determine how a half-ton or three-quarter ton from Parks Canada fleet can be commissioned to the WFD for transportation of firefighters and equipment.	No cost
6	<b>Secondary Vehicle recommendation #2:</b> In order for a third party to donate a well maintained half-ton or three-quarter ton the Waskesiu Fire Fighters Association can work with local a local charity to get a tax receipt for the donation.	No cost
7	<b>Apparatus Floor Painting-</b> It is highly recommended that Parks Canada budget for an industrial epoxy floor paint to be used on the apparatus floor in 2021.	\$1,500

Green-Low Priority (12-24 months)		
No	Recommendation	Approximate Cost
1	<b>Pumper Replacement Recommendation:</b> Parks Canada must be cognizant that E171 will require replacement in the near future and that failing to replace the Pumper may have a negative impact on insurance rates within the Townsite and the author contact a vendor to get an estimate on pricing and availability of a Pumper that can fit into the fire hall and provide a report to the Townsite manager.	Report to be provided to Townsite manager
2	<b>Fire Hall addition recommendation:</b> Parks Canada receive a quote for adding another bay onto the existing fire hall;	Unknown
3	<b>Fire Hall replacement recommendation:</b> That Parks Canada look at cost-effective options for a new and portable fire station such as Extreme Fire Stations that the City of Calgary recently put into service	Unknown

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## 1.0 COVID-19 Impact

One of the early challenges in 2020 for the WFD was acquiring enough Personal Protective Equipment (PPE) for our members. We were not unlike other emergency responders in the Province in that we had more questions than answers as the impact of the pandemic was becoming a reality and disposable face masks, gloves and sanitizer were not available.

In the early stages I was involved in weekly teleconference meetings with the Saskatchewan Public Safety Agency (SPSA) as a strategy was laid out for the attainment and distribution of PPE for first responders in the Province. The availability of disposable gloves, face masks and hand sanitizer were non-existent for the first months of the pandemic and we had a limited supply in our stock, and to ensure that the health and safety of our firefighters was a priority, I made the decision to postpone all training activities until we had an adequate supply of PPE. Equipment checks were maintained as regularly scheduled throughout the 3-month period to ensure that we were response ready and able to respond even though we were not able to train together during that time frame.

The Province was eventually able to obtain a limited supply of PPE and distributed to first responder agencies according to their needs. The supply of PPE allowed us to resume our training sessions again and an infection protocol was put into place that followed Saskatchewan Health guidelines. This includes a temperature check and answering a questionnaire prior to being permitted to attend the training session. This protocol will remain in place until further notice.



The new reality of sanitizing all equipment required the addition of two custom made PPE holders in the cab of our Pumper. These PPE holders are equipped with gloves, masks and sanitizer to ensure that our firefighters have access to this PPE at any time.

After every training session all of the equipment and Pumper are disinfected to ensure that we are aggressively doing our part to protect the health and safety of our firefighters. This obviously takes time and as a result our training sessions have been modified to include a disinfection time.

## 2.0 Fund Raising Limitations

The pandemic negatively impacted the Waskesiu Fire Fighters Associations (WFFA) ability to raise funds for the Association. Every year the WFFA is able to raise funds to purchase items that can be used by the association or to purchase a piece of equipment for the fire department. Every event was cancelled in 2020 and no fund-raising opportunities existed. In October the WFFA partnered with Dr. Java's in Prince Albert for a coffee fund raiser. Dr. Java's created two unique blends for the fire department and the 8-week coffee fundraiser was a great success. We do plan to move forward with this fund raiser again in 2021. The funds raised from this event will help purchase a much-needed work station for our SCBA.



## 3.0 Training Limitations

In terms of training the WFD resumed our weekly training sessions from June-October and have now changed to our bi-weekly schedule. The goal for every training session is to ensure that each member is able to safely participate in the skills component and to feel comfortable doing so while we practice physical distancing and wearing the proper PPE for infection prevention and control. Our infection protocol has worked effectively and it will be adjusted when and if required to ensure the health and safety of our firefighters in maintained.

As noted from the 2019 annual report a defensive strategy is based upon several factors;

- i. There is no threat to occupant life,
- ii. Occupants or property is not salvageable,
- iii. *Sufficient resources are not available for an offensive strategy, (italics mine)*
- iv. There is danger of structural collapse,
- v. *An offensive strategy would endanger firefighters due to hazardous conditions at the scene. (italics mine)*
- vi. Excessive volume of fire where the amount of fire exceeds the available resources to confine and extinguish it,



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vii. Risk outweighs the benefits.<sup>1</sup>

To reinforce our incident command and response duties Standard Operating Procedures (SOPs) props are being used to create table top mock scenarios to ensure that our officers have more incident command training. Understanding the roles and responsibilities of the Incident Commander is critical for every officer in the WFD.

### **3.1 Training**

The firefighter Job Performance Requirements (JPRs) have been very effective in ensuring a consistent training program exists in the WFD. In addition to this, the WFD now subscribes to Action Training an online training program that encompasses numerous topics that follow the NFPA standards. Carlton Trail College in Humboldt hosts this training program for the U.S. vendor and the annual subscription price for the WFD is less than \$1,000 and provides excellent training and videos. Each module requires the firefighter to complete a quiz and then a test to show that they have successfully completed the module. Action Training then provides a certificate of completion for the firefighter's records. To date the following modules were assigned to our regular firefighters and all have been successfully completed.

#### **Firefighter Level I**

- Firefighter Safety Part 1
- Firefighter Safety Part 2
- Fire Control 1

#### **First on Scene**

- One-Story Single-Family Residence
- Multi Story Single Family Residence
- Multi Family Dwelling

The plan from January-April 2021 will be to focus on modules from Firefighter 1, Fire Officer 1, Incident Command and Management and Pumping Apparatus. Action Training is utilized through the low-season so members have the time to focus on each assigned module.

Also, this past October it was a pleasure to promote one member to the rank of Captain and another member to the rank of Lieutenant. The WFD has a strong officer core and we are fortunate to have such dedicated members.

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<sup>1</sup> 2019 Annual Report, p.5

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### 3.2 Live Fire Evolutions update

As reported in the 2019 annual report<sup>2</sup>, live fire training continues to be a gap in the WFD and a weak link in our fire training program. Live fire training is critical for firefighters to experience a realistic situation in a safe and controlled environment.

Training firefighters and not giving them exposure to a live fire in a safe and controlled environment is counterproductive. Firefighters need to maintain their skills and for the WFD this means giving firefighters an opportunity to deploy an attack line, place ladders, utilize full PPE, use the Thermal Imaging Camera and work as a team to advance and apply effective water application in an environment with a fire and to successfully bring the fire under control.

The WFD is expected to protect residential property, hotels, businesses, commercial properties, a gas station, recreation vehicles, recreation park trailers, all passenger vehicles and now including electric vehicles within the National Park boundaries and live fire training evolutions is a must for every member.

The importance of live fire training cannot be overemphasized as live fire simulations enhance firefighter safety as firefighters become more confident through repetition of skills. This is important especially in communities like Waskesiu with a low volume of structure fire incidents. The fire service has recognized that structure fires are decreasing but the dangers associated with structure fires have increased significantly.

In 2005 the UL Firefighter Safety Research Institute (FSRI) conducted an experiment to gather data on the difference of modern furnishings in a living room fire and those of a legacy living room with furnishings. Both rooms were filled with furnishings commonly found in their day and both were lit with a candle on the right side of the sofa. The experiment revealed that the modern room transitioned to flashover in 3 minutes and 30 seconds while the legacy room transitioned to flashover at 29 minutes and 30 seconds.<sup>3</sup>

The fire service and the Waskesiu Fire Department must continually look at different tactics and strategies for structure fires and the ability to choose and change tactics is determined by the level of training of the officers and firefighters and this is dependent upon live fire training.

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<sup>2</sup> 2019 Annual Report, p.13

<sup>3</sup> Comparison of Modern and Legacy Home Furnishings <https://ulfirefightersafety.org/research-projects/comparison-of-modern-and-legacy-home-furnishings.html>

One of the easiest ways to provide live fire training is to purchase a shipping container and modify for live fire evolutions. The 2019 Annual Report stated that live fire training is “a controlled and safe environment where firefighters learn and gain confidence by burning wood pallets and by following a clear safety plan. Live fire training is never intended to put firefighters at risk, but to permit them to use their training and gain confidence in their skills.”<sup>4</sup>

The Lumsden Fire Department is a great example of utilizing shipping containers to provide live fire training for their members. As the department’s needs change and expand more shipping containers can be added. It is a low-cost method of providing a safe and controlled environment for live fires.



Retrieved from Lumsden Fire Department Facebook 2020

We will also continue to look for an opportunity in 2021 to have a prop for vehicle fires so firefighters can operate as a team utilizing their PPE, deploying an attack line, hand tools, detecting hazards in the form of leaking fuel, protecting the team from a flash fire and properly extinguishing a vehicle fire.

***Training Recommendation #1-*** A partnership with Parks Canada and an external stakeholder be established for a shipping container to be provided for the WFD so firefighters are able to conduct structure live fire evolutions in accordance to the WFD standard operating procedures.

***Training Recommendation #2-*** A vehicle prop be finalized for 2021 so firefighters are able to conduct live fire evolution.

#### 4.0 FireQ

The department implemented FireQ a web-based fire management program that provides more features than Active911 and is also a Canadian based company. The program provides real time tracking of responding firefighting to an emergency and is also a fire department management program that we can track training hours and topics, track

<sup>4</sup> 2019 Annual Fire Report, p.14

equipment and maintenance and other features. The program has some gaps but the owner of the company has implemented every suggestion we have made so far, so we will continue to work with FireQ and expand upon what the program can do for the WFD.



With FireQ being a web-based program, we are unable to use it at the Fire Hall as we do not have internet access. The WFD was able to get a Panasonic Toughbook donated by Computers for Schools/SaskTel Pioneers and Parks Canada donated a monitor for the Fire Hall.

Plans are in place to have a Rocket™ Hub installed in the fire hall in early January 2021 and this will provide access to not only FireQ but Action Training and other fire related resources. The ability to work from the fire station to complete fire reports and track data in FireQ will greatly improve efficiencies within the fire department.

#### 4.1 Fire Department Activities

Through FireQ the Waskesiu Fire Department can confirm the following activities and associated hours.

Subject	Count	Hours
Emergency Incidents	5	64
Training	29	491
Other Activities	20	99.5
Online Certificate Training	14	41
<b>Total</b>	<b>68</b>	<b>695.6</b>

#### 5.0 Personal Protective Equipment Evaluation

Since 2018, the author has regularly evaluated the condition of our PPE and in 2021 a replacement plan for structural firefighting boots and gloves will be implemented. To fully replace the worn PPE a plan will be developed where purchases are made annually within the budget. There are numerous sets of structural firefighting boots and gloves that are worn and need to be replaced.

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### 5.1 Self-Contained Breathing Apparatus

The annual testing of our Scott SCBA's has been successful with the odd repair but we have 2 of our 8 SCBA packs that have exceeded their life expectancy and essentially do not meet industry standards. Scott no longer makes the AP50 air packs and most fire departments use a 4500-psi system while we use a 2250-psi system. Research will be conducted into the cost of getting 2 refurbished AP50's for the fire department in 2021 and the author suggests that if a cost-effective method becomes available in the future to switch out our 2250-psi system for a 4500-psi system, that this be given serious consideration. The new compressor exceeds this capacity so there will be no issues filling a 4500-psi system.

***SCBA Recommendation**-Two refurbished or certified AP50/AP75 be acquired in 2021 to replace the two SCBA that do not meet the industry standard.*

### 6.0 Diesel Fumes

In the 2018 Annual Report it was communicated that diesel fumes and particulates are carcinogenic and that Parks Canada should plan for a ventilation exhaust system for the fire hall.<sup>5</sup> The WFD has a door that separates the classroom from the apparatus bay as a control measure that limits diesel fumes from entering the classroom, but does not prevent diesel fumes from penetrating our PPE. As an administrative measure this door is marked with signage to be closed at all times.

We do not have an exhaust ventilation system nor do we the opportunity to utilize natural ventilation where the bay door can be left open to enhance airflow through the apparatus bay and eliminate diesel fumes. A press release by the International Agency for Research on Cancer (2012) stated, "After a week-long meeting of international experts, the international Agency for Research on Cancer (IARC), which is part of the World Health Organization (WHO), today classified diesel engine exhaust as carcinogenic to humans, based on sufficient evidence that exposure is associated with an increased risk for lung cancer."<sup>6</sup>

A 2017 study by the Occupational Cancer Research center stated, "Because there is no occupational exposure limit that applies to diesel exposure levels in fire halls with which to compare the measured levels to, it is recommended that fire departments continue to

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<sup>5</sup> 2018 Annual Report, p.4

<sup>6</sup> International Agency for Research on Cancer (2012) Press Release- IARC: Diesel Engine Exhaust Carcinogenic, June 12, 2012.

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minimize exposure within the fire halls using a combination of engineering and administrative controls.”<sup>7</sup>

Unfortunately, due to the size of our apparatus bay, every time the Pumper truck leaves or parks in the fire hall it is bathing turnout gear in diesel fumes. In 2021 the goal will be to use a combination of engineering and administrative controls to minimize exposure to diesel fumes.

***Diesel Fumes Recommendation:*** *To minimize diesel fume exposure on PPE and to minimize budget impact, a low-cost method to expect diesel fumes from the apparatus bay be investigated and a report provided to Parks Canada with a recommendation in the first quarter of 2021.*

### 6.1 Secondary Vehicle

In the 2018 Annual report it was identified that the WFD could use a secondary vehicle and more specifically a half-ton or three-quarter ton truck.<sup>8</sup> The reasons provided were to transport firefighters and equipment to the emergency scene as well as having a vehicle to transport dirty gear and equipment back to the fire hall. This summer we had a structure fire in one of the camp kitchens and we had to transport all of the dirty hose back to the fire hall in the pumper. This then required a full removal of our hose beds to properly clean all of the fire hose and took several hours to clean and load back onto the Pumper.

It was recommended in the 2018 report that a truck could be rented for the high season at an estimated cost of \$4,000 but two other more viable option would be to have a Parks Canada truck commissioned to the fire department when it reaches its service life with Parks Canada or have a third party donate a well-maintained truck.

***Secondary Vehicle recommendation #1:*** *Parks Canada to work with the Townsite Manager to determine how a half-ton or three-quarter ton from Parks Canada fleet can be commissioned to the WFD for transportation of firefighters and equipment.*

***Secondary Vehicle recommendation #2:*** *In order for a third party to donate a well maintained half-ton or three-quarter ton the Waskesiu Fire Fighters Association*

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<sup>7</sup> Occupational Cancer Research Center (2017) Assessment of diesel exhaust exposure in municipal fire halls in Ontario.

<sup>8</sup> 2018 Annual Report, pages 5 & 6.

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*can work with local a local charity to get a tax receipt for the donation.*

## 7.0 Station Maintenance

In the 2018 and 2019 Annual Reports<sup>9</sup> it was identified that there are concerns with damage caused by the leaking ceiling in the apparatus bay. It was also planned for 2020 to have the walls, bathroom and apparatus floor painted. Unfortunately, due to COVID-19 restrictions these plans were postponed. See more details below;

- *Apparatus floor*-It is in dire need of being repainted. An epoxy paint floor paint that lasts upward to 20 years can be used for approximately \$1,500.00. To decrease labour costs the firefighters are willing to donate their time to prep and paint the apparatus floor.
- *Washroom*-Since 2018 it has become evident that our firefighter membership is becoming more diverse. The existing washroom requires immediate painting and some renovations to ensure that we are meeting our corporate responsibility of providing a washroom that is acceptable for our diverse membership. We simply cannot ignore this issue any longer and failing to address this need sends the wrong message to our members that devote their time, energy and passion to be a firefighter.

Diversity and inclusion are important as “Research tells us that diverse departments promote community engagement, global thinking and synergy for the organization and the community, resulting in everyone having one variable in common-trust.”<sup>10</sup> The Calgary Fire Department has a very successful diversity program and stated that a diverse workforce is one composed of individuals with unique dimensions of diversity including color, race, ethnicity, gender, disability, age, religion, sexual orientation, personality, work style, work status, communication style, learning preferences and other.<sup>11</sup>

The reality is that the WFD has become more diverse in recent years and the washroom needs to be upgraded and this can’t be ignored any longer.

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<sup>9</sup> 2018 Annual Report, p.4 and 2019 Annual Report, p.21

<sup>10</sup> International Association of Fire Chiefs (2016) downloaded December 9, 2020 at <https://www.iafc.org/iCHIEFS/iCHIEFS-article/diversity-what-does-it-mean>

<sup>11</sup> The City of Calgary Fire Department, Diversity & Inclusion Framework, An Important part of Workplace Psychological Health & Safety (2015), p.4.

- The ceiling concerns in the apparatus bay remain and a meeting was held with the Townsite Manager to discuss this and I am confident that action will be moving forward on this in 2021.

**Apparatus Floor Painting**-It is highly recommended that Parks Canada budget for an industrial epoxy floor paint to be used on the apparatus floor in 2021. Estimated cost is \$1,500.00.

**Washroom Painting**-As the diversity of the WFD continues to grow, it is recommended that the washroom in the fire hall be painted and minor renovations be made to make the washroom more socially acceptable. Estimated cost \$2,000.00.

## 8.0 Pumper Replacement

As noted in the 2018 Annual Report is the life span of E171 (pumper) for the WFD<sup>12</sup>. In 2021 the truck will reach the 20-year service life and the general practice is to replace a pumper at that time.

Table 1 Service Schedule for Fire Apparatus For Fire Insurance Grading Purposes

Apparatus Age	Major Cities <sup>3</sup>	Medium Sized Cities <sup>4</sup>	Small Communities <sup>5</sup> and Rural Centres
0 – 15 Years	First Line Duty	First Line Duty	First Line Duty
16 – 20 Years	Reserve	2 <sup>nd</sup> Line Duty	First Line Duty
20 – 25 Years <sup>1</sup>	No Credit in Grading	No Credit in Grading or Reserve <sup>2</sup>	No Credit in Grading or 2 <sup>nd</sup> Line Duty <sup>2</sup>
26 – 29 Years <sup>1</sup>	No Credit in Grading	No Credit in Grading or Reserve <sup>2</sup>	No Credit in Grading or Reserve <sup>2</sup>
30 Years +	No Credit in Grading	No Credit in Grading	No Credit in Grading

<sup>1</sup> All listed fire apparatus 20 years of age and older are required to be service tested by recognized testing agency on an annual basis to be eligible for grading recognition. (NFPA 1071)

<sup>2</sup> Exceptions to age status may be considered in a small to medium sized communities and rural centres conditionally, when apparatus condition is acceptable and apparatus successfully passes required testing.

<sup>3</sup> Major Cities are defined as an incorporated or unincorporated community that has:  
 • a populated area (or multiple areas) with a density of at least 400 people per square kilometre; AND  
 • a total population of 100,000 or greater.

<sup>4</sup> Medium Communities are defined as an incorporated or unincorporated community that has:  
 • a populated area (or multiple areas) with a density of at least 200 people per square kilometre; AND/OR  
 • a total population of 1,000 or greater.

<sup>5</sup> Small Communities are defined as an incorporated or unincorporated community that has:  
 • no populated areas with densities that exceed 200 people per square kilometre; AND  
 • does not have a total population in excess of 1,000.

According to the Fire Underwriters Survey the Townsite of Waskesiu will fall within the Small Communities and Rural Centers, although an argument could be made that during the high-season Waskesiu falls within a Medium Sized community. Based upon the Table 1, after a 20-year service life the insurance grading is identical whether a small or medium

<sup>12</sup> 2018 Annual Report, pages 16-17

sized community.

Since the majority of Waskesiu would fall within the envelope of private insurance, it is in the best interest of Parks Canada to follow the FUS guidelines. There are some options and points to investigate in terms of replacing the Pumper (E171) as this replacement must be planned accordingly as there will be a time when the pump will fail the annual service test because of its age and wear and tear over the years.

- Due to the small apparatus bay of the fire hall, there will be limited availability on a Pumper that can fit into the fire hall. Research should be conducted on availability of a used Pumper with a similar wheelbase and the associated costs.

**Table 2 Frequency of Listed Fire Apparatus Acceptance and Service Tests**

	Frequency of Test					
	@ Time of Purchase New or Used	Annual Basis	@ 15 Years	@ 20 Years <i>See Note 4</i>	20 to 25 Years (annually)	After Extensive Repairs <i>See Note 5</i>
<b>Recommended For Fire Insurance Purposes</b>	Acceptance Test if new; Service Test if used & < 20 Years	Service Test	Acceptance Test	Acceptance Test	Acceptance Test	Acceptance or Service Test depending on extent of repair
<b>Required For Fire Insurance Purposes</b>	Acceptance Test if new; Service Test if used & < 20 Years	No Test Required	No Test Required	Acceptance Test	Acceptance Test	Acceptance or Service Test depending on extent of repair
<b>Factor in FUS Grading</b>	Yes	Yes	Yes	Yes	Yes	Yes
<b>Required By Listing Agency</b>	Acceptance Test	No	No	No	N/A	Acceptance Test
<b>Required By NFPA <i>See Note 6</i></b>	Acceptance Test	Annual Service Test	Annual Service Test	Annual Service Test	Annual Service Test	Service Test

*Note 1: See 'Service Tests for Used or Rebuilt Fire Apparatus' for description of applicable tests*  
*Note 2: Acceptance Tests consist of 60 minute capacity and 30 minute pressure tests*  
*Note 3: Service Tests consist of 20 minute capacity test and 10 minute pressure test in addition to other listed tests*  
**Note 4: Apparatus exceeding 20 years of age may not be considered to be eligible for insurance grading purposes regardless of testing. Application must be made in writing to Fire Underwriters Survey for an extension of the grade-able life of the apparatus.**  
*Note 5: Testing after extensive repairs should occur regardless of apparatus age within reason.*  
*Note 6: Acceptance Tests: See NFPA 1901, Standard for Automotive Fire Apparatus*  
*Service Tests: See NFPA 1911, Standard for Service Tests of Fire Pump Systems on Fire Apparatus, Article 5.1*

- Parks Canada contact FUS to apply for an extension to the 20-year service life pending it meets the requirements stipulated by FUS.

- Ensuring that the Pumper meets the FUS requirements is a benefit to cabin owners as it's a factor in insurance rates.

In the 2018 Annual Report it was suggested that a used pumper truck with 10-years of service remaining can range from \$175-\$250,000. A trend for many metropolitan sized departments in the U.S is to trade or sell off front line Pumpers at 10-years of service life and a reputable dealer should be able to obtain a used Pumper within or below the mentioned estimate.

***Pumper Replacement Recommendation #1:*** Parks Canada must be cognizant that E171 will require replacement in the near future and that failing to replace the Pumper may have a negative impact on insurance rates within the Townsite and the author contact a vendor to get an estimate on pricing and availability of a Pumper that can fit into the fire hall and provide a report to the Townsite manager.

## 9.0 Hose Testing

The National Fire Protection Association (NFPA) 1962, Standard for the Care, Use, Inspection, Service Testing, and Replacement of Fire Hose Appliances provides the procedures for the testing of this equipment.

Annually, the NFPA recommends that the fire hose be removed from apparatus or storage and labelled and tracked appropriately. The fire hose, nozzles and couplings are to be inspected and fire hose is to be pressure tested annually. Testing of the attack hose is to be set to a minimum of 300 psi or as per manufacturers recommendations, while supply hose is to be test at 200 psi or as per manufacturers recommendations.

Some fire departments use the Pumper for such testing but there are many disadvantages to this as it places the Pumper under stress and a failure of a hose under load can potentially cause damage to the fire pump, which is what we must avoid at all costs due to the repair cost and losing a fire truck and fire protection services in the Townsite is not an option.



There are also safety concerns with testing fire hose with a Pumper and the safety issues are minimized by using an electric fire hose tester.

***Hose Testing Recommendation:*** All of the fire hose must be tested in 2021 and this has not been completed in recent years and a fire hose tester needs to be

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*purchased. Cost based upon estimates \$4,500-\$5,000.00*

## **10.0 Future Planning**

This section of the annual report is to provide Parks Canada with relevant information in order to proactively plan for the future. The pandemic will have significant budgetary impacts for Parks Canada which makes it paramount that these concerns, gaps and expenditures are strategically planned for.

It is not known by the author if a thorough analysis of fire protection services has been undertaken by Parks Canada in the past and this section will not be an in-depth analysis of the existing resources of the Waskesiu Fire Department, but it will be based upon my 3 plus years as Fire Chief in Waskesiu, over 35 years in the fire service and my experience as a consultant for fire service reviews and fire department master planning.

### **10.1 Fire Department Vehicles**

The Waskesiu Fire Department has only one vehicle and this is Pumper (E171). This is not the normal model for a fire department and it poses a significant problem for the Townsite of Waskesiu as a maintenance issue or major repair will place the community without fire protection services and at great risk.

As mentioned earlier in this report a mutual aid agreement does exist with the Lakeland & District Fire Department but that *does not* guarantee a response when requested. On a few occasions, I have had to contact the Lakeland & District Fire Department fire chief to alert him to the fact that our pumper is out of service for a specified time period and we will require an immediate response from his department. To ensure that an immediate response occurred, I contacted our dispatch and advised them that any calls to Waskesiu would require an immediate dispatch of the Lakeland & District Fire Department. These are unsettling events as the WFD has no backup in place and if allowed to continue this model will fail.

Here is an example of redundancy that is taught in fire officer programs for Dalhousie University. “Traditional engineering builds redundancy into an imperfect world, when the consequences of the failure of a component cannot be tolerated. Thus on the fireground two independent sources of water are sought. Should one source fail then the other sources will continue to supply water that protects those engaged in interior attack from

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the fire.”<sup>13</sup> To ensure that the Townsite of Waskesiu and assets within the National Park boundaries are adequately protected, serious consideration must be given to having a secondary response pumper available for emergencies as the consequences of a failure of our Pumper can have a devastating impact to livelihoods and the economy in Waskesiu.

Currently, the Lakeland & District Fire Department has a Tanker stationed at Elkridge Resort but active firefighters are not available in Elkridge. Any type of staffed response will be responding from Christopher lake and under *ideal* conditions they may arrive within 45 minutes at which time the damage is already done.

A mutual aid agreement is not intended for a fire department to be a first response agency, rather it is intended as a support system to enhance the resources of the fire department that requested the mutual aid support during an emergency incident. In other words, due to the geographical location of Waskesiu, we can safely assume that the WFD is on its own and a key priority for Parks Canada is to adequately equip the Waskesiu Fire Department in terms of apparatus needs.

It has to be clear that the information I am providing is not based upon a **want** rather it is based upon a **recognized need** that any fire chief or consultant would agree with. I recognize that in this section the identified gaps are significant expenditures but it is my responsibility as the Fire Chief to inform Parks Canada of gaps that pose or will pose problems in the delivery of fire protection services to the Townsite of Waskesiu and within the National Park boundaries.

Only having one Pumper is a detriment to the ability of the WFD to provide fire protection services. Again, if for any reason the Pumper is out of service, we are essentially crippled and without any ability to respond. There are several options to consider and a specific apparatus will not be recommended in this report but after a thorough needs analysis the author can provide options and recommendations to Parks Canada upon request.

- **Option 1-Pumper:** Adding another pumper with a seating capacity of 4-6, to carry equipment, hose, ladders and has a water tank of at least 1000 gallons.

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<sup>13</sup> Theoretical Foundations of Incident Command: Theory, Dalhousie University (2020), Unit 3, p.2



Waskesiu Pumper E171  
2001 Pierce Contender, 1000-gallon tank

- Option 2-Mini Pump:** Many fire departments are moving towards having a mini pumper in their stations. These are either 2 or 4 doors depending upon the department needs and they are mission specific in terms of what they respond to. They are not intended to replace a Pumper, rather they are designed to be quick attack vehicles that are equipped to respond to vehicle fires, brush and dumpster fires and in some cases a quick attack on a small structure fire such as a shed or garage. These are readily available as used units ranging from \$30-\$50,000.00.



Downloaded from internet Fentonfire.com  
2004 F550  
Asking price \$34,900 US

A mini pumper generally requires less maintenance than a Pumper and can extend the life cycle of a Pumper.

- Option 3-Tanker:** A Tanker truck generally carries 1,000-2,000 gallons of water as well as a drop tank to supply water for a Pumper where an established water supply doesn't exist.



Downloaded from internet Fort Garry Firetrucks fgft.com

There are several areas within the Park boundaries that do not have an established water supply and where significant assets are located.

- **Option 4-Quint:** A quint is a basically a pumper with a small water tank (250-500 gallons) and hydraulic ladder that can range from 65-100 feet. A quint can be used to fight a structure fire and also has the benefit of having a hydraulic ladder that can be used for rescue or fire suppression.

The benefit of having a quint for multiple story structures that exist in the Waskesiu Townsite is that rescue functions can be safely and quickly coordinated by the driver/operator of the quint while other firefighters are able to use attack lines from the quint to suppress the fire.



Downloaded from internet Fentonfire.com

As noted in the 2019 Annual Report, during the high visitor season there is a possibility for a High-Severity, Low-Frequency event where the magnitude of an event can have consequences of injury, death, property damage, loss of the ability to provide a service and a negative impact to the local economy and tourism.<sup>14</sup> Having only one Pumper to mitigate an event is walking a fine line in risk management and it is the author's responsibility to identify the related risks for Parks Canada and what options are available to address the risks.

## 10.2 Fire Hall

The date of the fire hall construction is unknown to the author but it's safe to say that we have out grown it. Fire stations generally have a life cycle of 50 years and it is suggested that the fire hall for the Townsite of Waskesiu has reached or exceeded its life cycle. Typically, older construction in fire halls have small apparatus bays as Pumpers, Rescues or Tankers were much smaller in size as compared to today's apparatus designs. Some significant gaps exist with the fire hall;

- i. Small apparatus bay that poses a challenge for a newer model of Pumper. As stated in this report, a replacement Pumper must fit into the small apparatus bay and this will limit the choices Parks Canada has when moving forward with a replacement Pumper in the future.
- ii. Only one bay. A *significant limitation* in terms of storage and having another bay for at least one more fire attack apparatus.
- iii. No diesel extraction system. (this was identified in this report earlier and a report will be presented to the Townsite manager in 2021). See 2018

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<sup>14</sup> 2019 Annual Report, pages 6&7.

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- Annual Report for further information.<sup>15</sup>
- iv. No washing machine to wash our turnout gear and the reality is there isn't a location to install one unless the shower is removed from the fire hall. See 2018 Annual Report for further information.<sup>16</sup>
  - v. One washroom that is used by all firefighters and requires updating as identified in this report due to the diverse membership in the department.
  - vi. Lack of storage space for spare turnout gear, equipment and PPE stock.

The addition of a bay to the fire hall or a new fire hall is a significant investment for Parks Canada and it is beyond the scope of this report to provide an estimate on adding another bay to the fire hall or building a new station. To decrease costs the City of Calgary has purchased a portable fire station that was custom built and fell well below the costs of new construction for a permanent structure.



Calgary Fire Department, Walden Station  
Downloaded [extremefirestations.com](http://extremefirestations.com)

Extreme Fire Stations is a Canadian based company in Lethbridge that designs and builds portable fire stations. A two-bay fire station can be built at a much lower construction cost than a permanent structure and due to the construction methods, it can be expected to have a life expectancy of 40-50 years. The benefit of this construction is that it can be moved without destroying or damaging the structure.

Another option and growing trend in the fire industry and with municipalities is seeking out opportunities to create more efficient use of financial resources and integrate the fire station into a multi service building. The move away from a stand-alone fire station and into a model where multiple agencies can benefit from decreased construction costs is

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<sup>15</sup> 2018 Annual Report, pages 4-5

<sup>16</sup> 2018 Annual Report, p.6

only going to increase in the future. The benefits in terms of costing and efficiencies with this model are numerous.

For strategic planning and informational purposes, it is recommended that two options be explored as identified below;

**Fire Hall addition recommendation:** Parks Canada receive a quote for adding another bay onto the existing fire hall;

**Fire Hall replacement recommendation:** That Parks Canada look at cost-effective options for a new and portable fire station such as Extreme Fire Stations that the City of Calgary recently put into service.<sup>17</sup>

### 10.3 NFPA 1720

NFPA 1720, *Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Volunteer Fire Departments, 2020* is a resource and industry standard for determining and evaluation response capacity by a volunteer fire department. The standard identifies the minimum initial response staffing for firefighting operations and the Townsite of Waskesiu falls within the Rural Area as identified in Table 4.3.2 of NFPA 1720.

Table 4.3.2 Staffing and Response Time

Demand Zone <sup>a</sup>	Demographics	Minimum Staff to Respond <sup>b</sup>	Response Time (minutes) <sup>c</sup>	Meets Objective (%)
Urban area	>1000 people/mi <sup>2</sup> (2.6 km <sup>2</sup> )	15	9	90
Suburban area	500–1000 people/mi <sup>2</sup> (2.6 km <sup>2</sup> )	10	10	80
Rural area	<500 people/mi <sup>2</sup> (2.6 km <sup>2</sup> )	6	14	80
Remote area	Travel distance ≥ 8 mi (12.87 km)	4	Directly dependent on travel distance	90
Special risks	Determined by AHJ	Determined by AHJ based on risk	Determined by AHJ	90

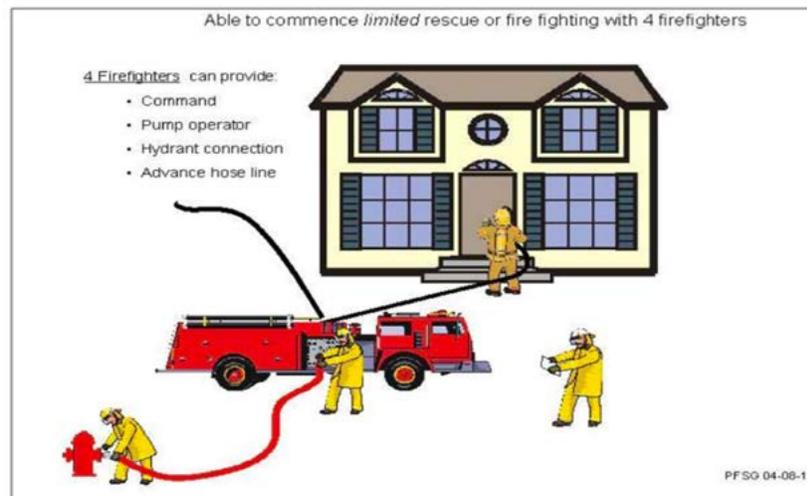
<sup>a</sup>A jurisdiction can have more than one demand zone.

<sup>b</sup>Minimum staffing includes members responding from the AHJ's department and automatic aid

<sup>c</sup>Response time begins upon completion of the dispatch notification and ends at the time interval shown in the table.

Based upon a four-man crew the WFD is able to conduct a size up, connect to a water supply, engage the pump and charge hose lines and advance a hose line to the structure.

<sup>17</sup> Extreme Fire Stations <https://extremefirestations.com>



The Ontario Fire Marshal identified the capabilities of a three-person crew and these capabilities are applicable to the WFD whether a three-man or four-man crew. These critical tasks include the following:

*“Interior rescue and suppression operations should not be attempted except in limited circumstances\*. It will be possible to establish fire ground command, complete with size-up, followed by the sequential assignment of single tasks, in the order dictated by the situation. Single tasks that can be safely accomplished include:*

- *establishment of a water supply from a hydrant (if available)*
- *establishment of pumper operations*
- *laying of one hose line to the point of entry into the involved structure*
- *limited exterior fire-fighting including the raising of a ladder beyond the first floor of the structure*
- *limited exposure protection of surrounding structures*
- *setting up of a ground monitor*
- *external rescue using a ladder extended to the point of exit for those persons in the building capable of self-help*
- *rendering first aid to persons who have exited the involved structure*
- *forcible entry operations*
- *shutting off utilities to the structure*
- *limited ventilation functions*
- *very limited salvage capability*

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*It must be recognized that some of the foregoing operations, particularly those involving ground ladders, will in all likelihood compromise fire ground command and/or pumper operations.”<sup>18</sup>*

Parks Canada has identified the service level as exterior firefighting but future planning must and should include limited interior operations for rescue purposes. Firefighters in the WFD are not permitted to enter a structure or other building/trailer if an Immediately Dangerous to Life or Health (IDLH) condition exists. It is reasonable to expect that WFD firefighters will identify and resolve an issue where an IDLH environment does not exist, and exit if and when an IDLH environment arises.

For clarity purposes, an IDLH environment would be considered a structure fire where firefighters are expected to enter the structure and conduct a primary search, rescue duties and extinguish the fire. This is known as interior firefighting and the WFD is not mandated to perform such duties.

### **11.0 Conclusion**

The 2020 Annual Report is a document that Parks Canada can use in a progressive manner to enhance the Waskesiu Fire Department for short and medium planning. Items and recommendations in this report are intended to identify gaps and weaknesses to the best of the author’s knowledge and to provide recommendations that Parks Canada can reasonably move forward to implement.

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<sup>18</sup> Ontario Fire Marshal, Ministry of the Solicitor General, downloaded from [https://www.mcscs.jus.gov.on.ca/english/FireMarshal/FireServiceResources/ComprehensiveFireSafetyEffectivenessModel/FireGroundEffectivenessSub-Model/FireAttackTeams/fire\\_attack\\_teams.html](https://www.mcscs.jus.gov.on.ca/english/FireMarshal/FireServiceResources/ComprehensiveFireSafetyEffectivenessModel/FireGroundEffectivenessSub-Model/FireAttackTeams/fire_attack_teams.html) on December 10, 2020.

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### Appendix-1 Summary of 2020 Highlights

- Issuing of individual SCBA face pieces for every member in the fire department. This eliminated any cross contamination amongst firefighters.
  - The issue of leather structural firefighting boots for the regular members. A significant improvement in comfort and fit.
  - Subscribing to Action Training online training program for our members.
  - Received donation of a case of sanitizer from Smooth 42 Craft Distillery located in Brownlee, SK.
  - Firefighter recruitment skills expanded from 16 to 24 job performance requirements.
  - Implementation of FireQ as the emergency response communications and fire department records management system.
  - Received donation of a Panasonic Toughbook and monitor to use with FireQ and Action Training online programs.
  - Custom PPE holders for the interior cab of E171 built and installed.
  - Partnership with Dr. Java's from Prince Albert in a coffee fund raiser.
  - A quick response to a chimney fire in a camp kitchen and successful extinguishing the fire and saving Parks Canada tens of thousands of dollars in loss.
  - Implementation of an Exposure Form as per our Safety Management Program that was implemented in January 2020. This provides a paper trail and record of the members that attend a fire and are exposed to toxins.
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**Appendix -2**  
**Budget Considerations 2021 With No Funding Allocated**

Item	Reference	Estimated Cost
Hose Tester	2020 Annual Report	\$5,000
Positive Pressure Fan-Battery Operated	2019 Annual Report pages 19-20. Suggested to start the transition to battery operated Positive Pressure Fan and chainsaw.	\$6,000-New quote required for PPV and a quote required for battery chainsaw.
Generator	2019 Annual Report p.20. Not a priority as other equipment should be replaced first.	New quote required if replacing.
Diesel exhaust fan	2018 & 2019 Annual Reports.	Report to provide quote to Townsite manager 1-Qtr 2021
Washing machine	2018 Annual Report p.6	\$1,000 excluding electrical and plumbing work in fire station.
Shipping Container	Live fire evolutions as per 2019 Annual Report pages 13-14	Estimated \$3,500-\$5,000
Secondary Transport Vehicle	2018 Annual Report p.6 (half-ton or alternate)	Estimated price \$12,000
Additional response apparatus	2020 Annual Report-Report to be submitted in 2021 upon request	Unknown

**APPENDIX-3**  
**2019 Annual Report Recommendations Update**

<b>Red-High Priority (0-6 months)</b>		
<b>No</b>	<b>Recommendation</b>	<b>Status</b>
1	<b>Risk Control Recommendation:</b> <i>If a hydrant is out of service for any reason, a priority be placed upon getting it back into service.</i>	<b>Resolved</b>
2	<b>Risk Control Recommendation:</b> <i>Finalize an automatic aid agreement with the Lakeland Fire Department to have a tanker truck respond automatically from Elk Ridge Resort.</i>	<b>No face-to-face meetings in 2020, but all WFD officers are aware they can request Lakeland FD resources at any time as per the mutual aid agreement.</b>
3	<b>Training Due Diligence Recommendation:</b> <i>The Waskesiu FD enroll with the Carlton Trail College for annual registrations for the department and the regular firefighters.</i>	<b>Completed</b>
4	<b>Contract Obligation Recommendation:</b> <i>That the Townsite Manager and the Fire Chief create a communication strategy for residents, Parks Staff and business for both the low and high visitor season and clarification be provided regarding fire extinguisher training.</i>	<b>Ongoing</b>
5	<b>Dispatch Recommendation:</b> <i>That Parks Canada install WIFI and a TV screen in the fire hall to assist with Pumper staffing during emergency calls and subscribe to Active911.</i>	<b>Update-WIFI to be installed in January 2021 in the fire hall.</b>
6	<b>PPE Recommendation:</b> <i>One set of smaller turnout gear be purchased from the 2019 budget and 2 sets be allocated for in the 2020 budget.</i>	<b>Completed</b>
7	<b>Building Maintenance Recommendation:</b> <i>Repair the ceiling in the fire truck bay as soon as possible and check for black mould.</i>	<b>Ongoing</b>

<b>Yellow-Medium Priority (6-12 months)</b>		
<b>No</b>	<b>Recommendation</b>	<b>Status</b>
1	<b>Risk Control Recommendation:</b> <i>Ensure that every fire hydrant on Tamarack is easily accessible for the WFD and clearly visible.</i>	<b>Ongoing</b>
2	<b>Rick Control Recommendation:</b> <i>Ensure that all businesses and hotels meet the National Fire Code requirements.</i>	<b>Third Party Consulting-Ongoing</b>

3	<b>Risk Control Recommendation:</b> Parks Canada conduct an identification and evaluation of risks in Waskesiu and establish priorities for action and risk controls.	<b>To be determined in the future</b>
4	<b>Live Fire Evolutions Recommendation:</b> That a short-term plan be implemented to have a used shipping container purchased and modified for small live fire evolutions before the 2020 high visitor season.	<b>Incomplete</b>
5	<b>Live Fire Evolutions Recommendation:</b> A vehicle be attained by Parks Canada for the WFD and be stripped so it can be used as a vehicle fire training prop before the 2020 high visitor season.	<b>Incomplete</b>
6	<b>Equipment Replacement Recommendation:</b> The existing gas powered PPV be replaced with a battery operated PPV in 2020.	<b>To be determined in the future pending financial resources.</b>
7	<b>Building Maintenance Recommendation:</b> Purchase paint and supplies to paint the washroom and bay walls as well as epoxy paint for the bay floor.	<b>Incomplete</b>
8	<b>Building Maintenance Recommendation:</b> Install LED or florescent lighting by the air compressor so firefighters are working in a well lit area.	<b>Completed</b>
9	<b>Building Maintenance Recommendation:</b> Have an electrician provide a written report on how to upgrade the wiring so more electrical outlets are available for equipment electronics.	<b>Incomplete</b>

#### Green-Low Priority (12-24 months)

No	Recommendation	Status
1	<b>Risk Control Recommendations:</b> Plan for the replacement of fire hydrants on Elk Street to fire hydrants with steamer ports.	<b>Consultation Required- Incomplete</b>
2	<b>Risk Control Recommendation:</b> Promote the use of smoke alarms in every cabin and residence in the Townsite of Waskesiu.	<b>Incomplete</b>
3	<b>Risk Control Recommendation:</b> Parks Canada investigate the purchase of a used Tanker truck for firefighting purposes.	<b>Not recommended at this time as an analysis be conducted to which fire apparatus would be better suited as an addition to the WFD</b>
4	<b>Equipment Replacement Recommendation:</b> The existing generator on the Pumper truck be scheduled for replacement for a newer and more efficient model in 2022.	<b>To be determined in the future pending financial resources.</b>

**APPENDIX-4**  
**2018 Annual Report Recommendations Update**

<b>Red-High Priority (0-6 months)</b>		
<b>No</b>	<b>Recommendation</b>	<b>Status</b>
1	<i>Discuss with an electrician and plumber to determine the best location to install a washing machine and budget for the installation of a washing machine in the WFD.</i>	<b><i>Incomplete-ongoing issue as turnout gear must be washed for health &amp; safety purposes</i></b>
2	<i>Parks Canada offer a Request for Proposal (RFP) to vendors regarding a diesel exhaust ventilation system for the fire station.</i>	<b><i>Incomplete-ongoing recommendation for health &amp; safety concerns</i></b>
3	<i>Rent a crew cab from June-September each year so transportation is available for firefighters for training and for transporting contaminated gear back to the fire station.</i>	<b><i>Incomplete-See new recommendation in 2020 Annual Report</i></b>
4	<i>That Parks Canada replace at least 2 sets of turnout gear annually.</i>	<b><i>Pending budgetary resources</i></b>
5	<i>Update the mutual aid contracts with the Lakeland Fire Department and the Prince Albert Fire Department.</i>	<b><i>Incomplete</i></b>

<b>Yellow-Medium Priority (6-12 months)</b>		
<b>No</b>	<b>Recommendation</b>	<b>Status</b>
1	<i>Host an Open House to help with firefighter recruitment.</i>	<b><i>Incomplete and will schedule in 2021</i></b>
2	<i>Plan for the replacement of the WFD pumper.</i>	<b><i>Incomplete and will provide report to Townsite Manager 1-Qtr 2021</i></b>

<b>Green-Low Priority (12-24 months)</b>		
<b>No</b>	<b>Recommendation</b>	<b>Status</b>
1	<i>Raise the hourly rate for captains and firefighters to align with the majority of paid-on-call fire departments.</i>	<b><i>Research conducted and new policy implemented 2020.</i></b>