

# WASKESIU COMMUNITY COUNCIL PUBLIC MEETING MINUTES



**DATE:** Friday, April 21, 2017  
**TIME:** 9:00 a.m. – Public Meeting Commences  
9:30 a.m. – 10:30 a.m. *In Camera* Meeting  
10:30 a.m. – Public Meeting Resumes  
**LOCATION:** The Hawood Inn - Boardroom

**ATTENDING:** Jim Kerby, Randy Kershaw, Bryan Matheson, Nancy Wood Archer  
Brent Hamel\*, Janice MacKinnon (left at 10:30 am)\*  
PCA – David Britton, Gregg Rutten, Daniel Mercer (visit was from 9 a.m. to 9:30 a.m.)  
(\*denotes phone in)

## AGENDA TOPICS

1. **Call to Order** **Jim Kerby** **9:00 a.m.**
2. **Special Guest** - Mr. Daniel Mercer of Parks Canada Agency (Cottage Regulations/Planning and Development – Parks Canada’s national review process)  
Mr. Mercer is a Senior National Policy Advisor for Parks Canada Agency and works on policy development review for Parks Canada.  
Mr. Mercer visited Waskesiu on Thursday, April 20<sup>th</sup> and Friday, April 21<sup>st</sup>. His visit to Waskesiu was specifically to see the existing and new townsite developments to help start his work to update the outdated planning and development/cottage/sign regulations.  
His next steps are to formally begin the consultation process to start in the fall, including trying to determine what community groups/residents in Canada’s national park townsites expect from the planning and development review process, and identifying what problems currently exist and suggestions on how to solve them. His goal is by May of 2019 to have the new regulations finalized and approved by Cabinet, but they may not necessarily be in full force and effect as a transition period may be required.  
Discussion ensued.
3. **In Camera session** **Jim Kerby** **9:30 a.m.**  
Motion to move ‘In Camera’  
**Nancy Wood Archer/Bryan Matheson** *Carried Unanimously*  
Motion to move back to the Public Meeting  
**Randy Kershaw/Nancy Wood Archer** *Carried Unanimously*
4. **Adoption of Agenda for the Public Meeting** **Jim Kerby** **10:30 a.m.**  
Motion to adopt the Agenda for the Public Meeting, as amended (being two additions provided by David Britton of PCA)  
**Randy Kershaw/Bryan Matheson** *Carried Unanimously*
5. **Approval of March 6<sup>th</sup>, 2017 Meeting Minutes**  
**Randy Kershaw/Bryan Matheson** *Carried Unanimously*

## 6. Waskesiu RCMP Update for Council

11:00 a.m. – 11:30 a.m.

The presentation did not take place. An RCMP presentation will be requested for the June meeting.

## 7. Business arising from the Minutes

### • Status update on the Kapasawin Development

- A detailed environmental assessment has been completed. To present the proposed project to the public for their input, there will be two open houses held - one in Waskesiu and one in Saskatoon. There will also be meetings with the Waskesiu Chamber, Waskesiu Community Council, and Waskesiu Seasonal Residents Association for their input.

- In regard to the Lease, it is currently under review at the Parks Canada Agency office in Ottawa.

- Variations of the Land Use Directive – this topic was discussed below.

**ACTION ITEM** – Status update on the Kapasawin Development is to be kept on the Townsite Report as an ongoing update.

### • Status update on SaskTel High Speed Internet Offer

Council Chair received a response back from Kevin Splay at SaskTel answering most of the 11 questions asked by the Chair in an email sent to SaskTel in March.

David Britton talked with SaskTel and will have a representative of PCA's I.T. Dept. talk with SaskTel to see how the offer will benefit PCA. David agreed the wired system is a good opportunity but there is a cost. Improving the communication ability in this community is a laudable goal. PCA is willing to pay for a portion of the cost. Council and PCA decided that there is a need to explore these opportunities and decide what is wanted, and if it is good for the community.

SaskTel has confirmed they would come to Waskesiu to meet with PCA, WSRA, the Chamber and Council to discuss the options, likely in late May or early June.

### • Discuss proposed Agenda for the May 4<sup>th</sup> regular Public Meeting and Special Meeting of Council (including potential PCA involvement at the beginning of the Special Meeting)

It was determined the regular Council meeting would have a more condensed meeting agenda and time frame (from 9 a.m. to 12 Noon). There would be a half hour break for lunch and the Special Meeting of Council would begin at 12:30 p.m. and run to 4:00 p.m.

A draft agenda was circulated for the Special Meeting – this meeting is meant to be an introspective meeting for Council to look at what Council is doing, and review the Bylaws and the MOU between PCA and Council. PCA is invited to join the meeting for the first hour and discuss with Council how things are working, provide comments on the MOU, and any other items of interest, including suggestions for improvement.

### • Pooling water problems (and other water issues) in the Waskesiu townsite

- Council discussed with PCA that there are spots throughout the townsite where water seems to be an issue – at the four way stop, ice built up on buildings, and numerous areas of pooling water. The last couple of years there have been roads closed, water overflowing, and an unacceptable buildup of water in the townsite, most recently in Lakeview Drive and the four-way stop areas. Council asked PCA what is happening and how they plan to make things better.

- Nancy Wood Archer presented to Council and to PCA a document “Waskesiu Townsite Storm

*Sewer and Water Ponding Issues*” specifically addressing the issues in front of The Waskesiu Trading Company on Lakeview Drive. The document is a detailed time line covering the period beginning March 17 and up to and including April 20<sup>th</sup>.

Discussion ensued.

David Britton commented on the steamers being used to thaw the storm sewers; they have tried using the steamers but the overnight low temperatures cause everything to re-freeze.

PCA reported that last year there was an engineering design done on the storm sewer issues and it was determined that a boiler system (with heated glycol lines) needs to be installed as a solution, with the glycol heated line to go through the storm sewer to keep water flowing. The design will be finalized and put into work this year so that it is operational before the spring of 2018. This is a priority for PCA at an estimated cost of \$350,000.

• **Canada 150 update**

PCA’s free admission to the Park in 2017 to celebrate Canada’s 150<sup>th</sup> birthday has taken centre stage. PCA did not get additional funds for any new special events for the celebration. As far as celebrations in the Park, June 24<sup>th</sup> will be the grand opening of the new Nature Centre, and the Waskesiu Lakeside Music Festival has been given an extra \$10,000 in their budget to book higher end entertainment.

Internally, there has been more funding allocated for a variety of functions, for example, additional Commissionaires have been hired for camp sites, work will be done to ensure there is always ample fire wood at the campsites, and extra supplies due to the expected increase in visitation. PCA is also hiring 25 students to work in the Park this summer – much higher than usual.

Robyn Hufnagel, PCA Visitor Experience Product Development Officer will be heading up Canada 150 events.

Council asked if there will be anything special for Friends of the Park and National Aboriginal Day. Will it link to the opening of the Nature Centre?

David Britton replied there is an Aboriginal Advisory Committee for exhibits in the Nature Centre and there is something planned for June 21<sup>st</sup>, which is National Aboriginal Day.

Council asked if PCA needed help with their events and, if so, to please advise Council.

Nancy Wood Archer reported that the Waskesiu Chamber would like Robyn Hufnagel to provide information to share with all staff working in the townsite regarding the history of Canada. She asked PCA what message do they want the local merchants to promote so that the business community can be in unison with PCA’s ‘Canada 150’ message.

What branding is being done for Canada 150? Special pins and t-shirts have been seen and the Chamber would like to purchase them and have all Chamber members wearing them throughout the operating year.

PCA to provide information to Nancy at The Waskesiu Chamber and Marisa at the Waskesiu Recreation Association.

• **Marina rent increases** - (1) public reaction and (2) Council report comparing 2017 Waskesiu marina rental rates to other Saskatchewan marina rental rates.

Many Council members are getting strong negative comments about the 2017 rate increases. Council is very concerned that this will get negative media attention soon, and does not like where this may be headed.

Discussion ensued.

Councilors Randy Kershaw and Brent Hamel are compiling, and will share with Council and PCA, comparative market rates from other marinas in Saskatchewan.

PCA have not yet heard anything negative about the rate increase and, when they spoke to the marina operator, he hadn't heard anything negative either. Council and PCA are to monitor comments received and continue to keep each other updated regarding this matter.

Any and all media calls are to go to David Britton. David asked that any letters of complaint from the residents regarding the marina rate increases be addressed to him personally.

Council discussed the need for a spokesperson, and to determine what the message should be to the public regarding concerns about the marina rate increases this year.

• **Cottage Regulations review process** - Daniel Mercer townsite visit, and next steps with Waskesiu Chamber of Commerce, WSRA and with Council.

David Britton asked if Mr. Mercer's visit was useful to Council?

Council responded yes, and members of Council are happy to hear about the suggested date for completion.

Discussion ensued.

• **Waskesiu Land Use Directive** (review and discussion of 2010 recommended changes proposed by Community Council that were not adopted by PCA)

One of the key requests in 2010 was to change the definition of useable space.

The two key issues now are to change (1) the maximum height of the rental cottages (from 7 to 8 meters) and (2) the ratio of the size of the rental cottage buildings relative to the size of the lots.

PCA reported that the floor area ratio is a standard ratio across the PCA system and, because it is legislated and set by the National Parks Act, a change of that nature would not be made at the local (PANP) level.

The maximum height of rental cottages in the 2011 version of the Land Use Directive was increased from 6m to 7m, but not to the 8m height that had requested. Research was done by PCA concerning that matter, and PCA was of the view that moving to 7m was a sufficient increase.

Discussion ensued.

**ACTION ITEM:** PCA will provide analysis of where PANP is regarding the total (estimated at approximately 30,000 sq. ft.) of capped floor area for the Waskesiu townsite as a whole.

## 8. Correspondence

- Waskesiu Chamber of Commerce Annual Letter to Members (previously circulated)
- Waskesiu Chamber of Commerce Annual Membership invoice
- Correspondence from SaskTel (1) informing WCC of the expanded LTE coverage to Waskesiu Lake (previously circulated) and (2) responding to WCC inquiries regarding the Sasktel High Speed DSL proposal

This topic was covered in the 'Business arising from the Minutes'.

## 9. Townsite Report

Gregg Rutten

See Appendix I

## 10. New Business

- **Pick date for Council to host a status update meeting for all major Waskesiu stakeholders** (for the Vision 2020 and Beyond "Community Action Plan", and to discuss next steps)

The date of **Sunday, June 25 from 9 a.m. to 1 p.m.** in the Kingsmere Hall at the Hawood was chosen.

**ACTION ITEM:** Chair to work with Council Administrator to notify key stakeholder groups and make plans for hall rental, format, etc.

- **Update on PANP management planning process**

PCA is working towards a new Management Plan for PANP that sets their broad direction for the entire park. Evaluations are being done on all major issues. Workshops are also done at the November Roundtable Meetings. Approved draft for consultation is being worked on. The plan is to be more streamlined and to focus on objectives. Emphasis is on better engagement with Indigenous groups and agencies. The plan should be approved by this time next week and will be circulated to Council. An Open House will be held in mid-June and another one later in the year.

- **Watercraft ban in Waterton National Park**

For this operating season, all watercraft are banned from Waterton National Park due to the fear of the infestation of Quagga Muscles which have been found in Montana and can seriously (and negatively) impact marine infrastructure.

- **Burn in next two weeks**

Parks Canada will be performing a controlled burn in the Park in the next two weeks.

- **Budget 2017**

PCA has been allotted, on a national basis, an additional \$346,000,000 starting in 2018, and that new funding will extend over the next 2 years.

- **New Staff**

Asset Advisor Michael Caswell has retired and PCA has hired new asset advisor Nicole Crerar.

- **Speed sign**

The new speed sign for the Waskesiu townsite has been ordered and is expected to be in Waskesiu by June 2017.

## 11. Committee Reports

**Budget/Finance** – Janice MacKinnon

-Janice excused herself from the meeting at 10:30 a.m. therefore no report was given.

**Business Relations** – Nancy Wood Archer

- The town is beginning to open for a new season. On April 28<sup>th</sup>, the Waskesiu Trading Company and the liquor store will be open, as well as the new Lakeview Hotel.

- The Angry Taco building has been knocked down and leveled. Not being sure of what business to open in that spot, the owners are planning to put up signage and a suggestion box asking visitors

what kind of business they would like to see.

- The Waskesiu Rink collected over \$600 this winter for the Waskesiu Recreation Association.

**Community Planning & Development – Jim Kerby/Randy Kershaw**

No meeting of the committee although work has been undertaken to tour Mr. Mercer through the townsite yesterday along with representatives of the WSRA.

**Communications & Community Relations – Brent Hamel**

- The committee should be meeting in the next month. Communications is taking up a lot of time.

- The committee will be sending out an update to Council and the Chamber including an advertisement design and layout for the mini golf area (which has been redesigned with nature and cultural based themes). The goal for completion of the mini-golf project is still late summer/early fall this year, so that it is fully operational in the spring of 2018.

**Essential Services – Policing and Fire – Randy Kershaw**

- Waskesiu Fire Chief's Report for March – circulated with this meeting Agenda

- Fire Chief Paul See's contract was re-newed for another 3 years.

- Randy will invite the Waskesiu RCMP to make their presentation at the June Council meeting.

**Vegetation Management – Bryan Matheson**

Nothing to report

**The Waskesiu Foundation – Jim Kerby**

- The Foundation continues to look for fundraising projects.

- The Annual Donor Recognition and Fundraising Dinner is moving ahead.

- Gregg Rutten reported that he is the PCA contact for the Dinner in relation to purchasing tickets for the Dinner, and providing PCA Auction Items.

- Nancy has a very large, mirrored mural that was donated to her from the Nature Centre and she would like to donate it to Foundation to auction off at their Dinner.

- The Hall Rental agreement from the Chamber (regarding the Waskesiu Foundation) will be completed and emailed shortly.

- 12. Next Meeting Date(s) –** May 4<sup>th</sup> – 9:00 a.m. to 12 noon (regular meeting of Council)  
*and* 12:30 p.m. to 4:00 p.m. (special meeting of Council)  
June 23<sup>rd</sup> – 9 :00 a.m. to 2:00 p.m.

**13. Adjournment**

**2:58 p.m.**

**Randy Kershaw/Brent Hamel**

# Appendix I

Waskesiu Community Council Meeting Report

April 21, 2017

Prepared by: Gregg Rutten Townsite Manager

Meeting Location: Hawood Inn, Waskesiu

## 1. Post Office Building

PCA wishes to release the former post office building for use as a commercial operation. An appraisal of the building and property has been completed. This appraisal gives the basis for the release fee of \$275,000 that will be charged to issue a new commercial lease for the property.

- a. 2016 RFP process did not produce a successful bidder.
- b. A new appraisal is required prior to advertising a RFP for this property in 2017.
- c. PCA continues to work with national office realty on a strategy for a more successful RFP process in 2017.

## 2. iNet 2000 tower

iNet 2000 has requested PCA to allow them to place an antenna and other related equipment on and in the vicinity of the old Bluebell fire tower location. The intent of this installation is to improve speed and capacity for internet service in Waskesiu. PCA has issued a Licence of Occupation and a building permit to iNet2000 to complete this work in 2016.

- a. Antennas need to be installed somewhere in Waskesiu townsite to complete the project.
- b. The original intent was the main beach house washroom building as an antenna location.
- c. iNet2000 intends to install the antennas in May of 2017. This will complete the upgrades to their system.
- d. Antennas will be required to be moved to the new washroom/shower building once it is complete.

## 3. Waskesiu Lakeside Music Festival

Meant to be a "signature community event" that provides quality entertainment and activities to increase visitation and business for local operators at a time of year that sees visitation start to decline, the 3<sup>rd</sup> annual Waskesiu Lakeside Music Festival will be held on August 25-27, 2017.

- a. A planning committee meeting is scheduled for May 5, 2017.
- b. PCA has committed an additional \$10K in funding for this year only to enhance the festival for Canada 150 celebrations.
- c. Intent of the first meeting is to debrief the 2016 event and to assign leads to support the various aspects of the festival (music selection, food & vendors, beer gardens, volunteers, etc.)

## 4. Chamber of Commerce/Recreation Association Licences of Occupation

The recent re-organization of the Waskesiu Chamber of Commerce into two separate groups requires PCA to terminate the current licence of occupation with the Waskesiu Chamber of Commerce and re-issue two licences of occupation. One to the Chamber of Commerce and one to the newly formed Waskesiu Recreation Association. The new licences will reflect the facilities and grounds that each group will be using for their operations.

- a. Draft list of maintenance/repair responsibilities has been created.
- b. Once the maintenance responsibilities document has been reviewed and finalized between the parties and PCA, the licences of occupation will be sent to the WRA and Chamber for signature.

**Licence of Occupation for the Waskesiu Chamber of Commerce and Waskesiu Recreation Association are to be for 2 separate organizations. PCA prefers that the Maintenance Responsibilities documents be included as part of the Licence of Occupation documents.**

5. Camp Kitchen Projects at Point View and Narrows Day Use Areas

PCA and the Waskesiu Foundation Inc. have signed partnering agreements to upgrade the camp kitchen facilities at the Point View and Narrows day use areas. Prior to starting construction, a cultural impact analysis was required at each site to ensure no cultural or archaeological resources would be impacted.

- a. Both camp kitchens are substantially complete.
- b. Both kitchens require one coat of stain in spring of 2017 (Nagy Construction to complete).
- c. The ceilings of both camp kitchens require stain in spring 2017 (Nagy Construction to complete).
- d. Point View Stone fireplace requires maintenance/repair in spring 2017(Nagy Construction to coordinate).
- e. Nagy Construction indicates all remaining work will be complete by May 5, 2017.

**ACTION ITEM: PCA to set up an Annual Maintenance Responsibilities document for the maintenance and cleaning of the winter camp kitchen.**

6. Waskesiu Townsite Dock and Breakwater

- a. Renewal of these structures is included in the vision 2020 document as part of the main beach renewal plan.
- b. PCA would like input from Council and the community as to the scope of this work.
  - i. Refresh existing structures.
  - ii. Possibly remove dock if not required.
  - iii. Upgrades to existing dock and breakwater – if so, what would the community like to see.
  - iv. The community Council has indicated their desire to see a graphic map/site plan of the area.
  - v. Council has also indicated that the breakwater design used in Riding Mountain National Park is a design they would like to explore further.
- c. PCA will provide a conceptual plan for review by the community council at the May 4, 2017 Waskesiu Community Council Meeting.

**PCA plans to revisit their long term capital plan and when they do, they will bring it to Council.**

7. 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.

- a. The proposed development includes five commercial accommodation units, one staff accommodation unit and a main floor office/retail space fronting Lakeview Drive.
- b. Council has voiced a concern over the potential loss of availability of hotel type accommodation in Waskesiu.



- c. PCA has deferred a decision on a development permit until the end of the 2017 operating season, so that PCA can be confident that the business is operating according to the terms of their lease and PCA policy.

8. Drainage Swale Construction in Cabin Area

- a. PCA met with the contractor on September 8, 2016 to discuss the scope of work for repairs/improvements to the existing drainage swales in the Waskesiu cabin area.
- b. TLS landscaping plans to complete this work in mid-May depending on weather and ground conditions.

9. Proposed Renovations to Waskesiu Community Hall

PCA has received a proposal from the Waskesiu Chamber of Commerce for renovations to the Community Hall including a patio on the front and side of the building and a covered barbeque area at the rear of the building.

- a. PCA has engaged the services of national office cultural resource specialists and conservation architects to review the conceptual plans submitted for review.
- b. A review of the conceptual plan has been completed.
- c. The proponents have been informed by letter of the findings of the review. d. The scope of the project has been reduced to the construction of an in-ground field stone patio in 2017.
- e. PCA will review the revised plans once received.

10. Licence of Occupation Maintenance Review

In many cases, it is not clear who is responsible for maintenance and repair work to buildings held under a licence of occupation. Parks Canada has conducted an internal review of all licence of occupation documents (including the Waskesiu Marina and Lobstick Golf Course) to determine what the licences state about maintenance.

- a. In most cases, the maintenance clauses are vague or do not provide specific enough detail to be valuable operationally.
- b. PCA is developing a document that can be attached to licences of occupation that will give specific direction to both the licensee and PCA regarding respective maintenance and repair responsibilities.
- c. These drafts need to be reviewed and discussed with the Waskesiu Chamber of Commerce prior to being adopted.

11. Electronic Information Sign

The Waskesiu Chamber of Commerce has submitted a proposal to PCA for the installation of an electronic messaging sign that will be capable of being updated regularly to help inform residents and visitors of upcoming events, emergency messages and up to date information regarding such items and ski trail conditions.

- a. The proposal has been reviewed by the NPFU management team and a response has been sent to the WCC with comments and specific requirements for the proposed sign.
- b. The location will be on the grounds of the Waskesiu Recreation Association licence of occupation.
- c. A new licence of occupation will be required for the electronic sign location.

- d. PCA continues to work through the building permit process with the proponent.
- e. A site visit meeting was held on April 12, 2017 with PCA, the proponent and the contractor.

**As of April 21st the selected tree and stump have been removed to allow for the installation of the Message Centre stand. The ground prep has to be done and ready for the cement to be poured in early May.**

#### 12. Waskesiu Liquor Store

In early 2016, the Government of Saskatchewan announced its intention to privatize 40 liquor stores in the Province. The Waskesiu Liquor store was one of the locations proposed for privatization. On November 23, 2016, PCA was informed that the Waskesiu liquor store was awarded to private operator. The contact person for the operator is Darryl Fox.

- a. Mr. Fox contacted the townsite manager on December 7, 2016 to obtain information on business licencing requirements and other requirements of operating a business in a national park.
- b. Mr. Fox stated that he has secured the location of the former SLGA liquor store.
- c. Mr. Fox indicates that he plans to open for business on May 1, 2017.

#### 13. Infrastructure

##### Updates

- a. Marina
  - i. All piles are in place.
  - ii. All docks have been placed and secured on the ice.
  - iii. The project is on schedule for completion by mid-May 2017.

**Council suggested while the marina is closed, the contractor should put up a sign at the turn into the townsite telling visitors that the marina is closed to save them a trip.**
- b. Sewer Force Main
  - i. Work on this project is substantially complete.
- c. Kingsmere River Bridge
  - i. Installation of the new pedestrian bridge across the Kingsmere River is substantially complete as is work on the stairs and handrails.
  - ii. The contractor will return in the spring to finalize a small amount of work that cannot be completed until thaw (rip rap installation, re-vegetation).
  - iii. Work continues on the new stairs and handrails.

#### 14. 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 parking strategy for the townsite to address some of the issues that arise from inappropriate parking. The main issues are congestion and public safety.

- a. On street parking – the main issues here are congestion and public safety (particularly boats and RVs parked on main streets).
- b. PCA proposes to ban the parking of boats and RVs on Waskesiu Drive (from approximately Pelican Street up to and including Baker's Bungalows). Signage and communication products will be developed. Boats and RVs parked in restricted areas will be towed at the owner's expense.
- c. PCA proposes that limited time parking signs (30 minute only) will be installed in 3 parking stalls in front of the businesses across from the main beach on Lakeview Drive, at the Visitor Centre, and for two stalls in front of the fish cleaning building on Waskesiu Drive.

**ACTION ITEM: Gregg to email the DRAFT Parking Strategy to Council Administrator and she is to circulate to Council.**

**ACTION ITEM: Council to send their comments on the DRAFT Parking Strategy to Gregg Rutten by 4 p.m. on Wednesday, April 26<sup>th</sup>.**

- d. These signs have been ordered for installation in spring 2017.
- e. A strategy for communicating the new policy is being developed.
- f. 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.

**15. 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.

- a. PCA has commissioned engineers to study the problem.
- b. A potential solution has been identified. PCA is exploring the feasibility of funding the project for 2017.
- c. As of April 5, 2017, PCA has re-opened the 4 way stop to traffic. Barricades are now in place on Lakeview Drive in front of the commercial businesses due to spring runoff on the road. PCA is operating 2 water pumps to clear the area until the storm sewers thaw.

**16. Fire Chief Contract**

The fire chief position for the Waskesiu Volunteer Fire Department is staffed through a service contract. The standard length of term for this contract is three years.

- a. The service contract with the current fire chief expired on March 31, 2017.
- b. PCA has completed the RFP process and a new contract has been signed with Paul See to serve as fire chief of the Waskesiu Volunteer Fire Department.

**17. Water Main Break**

On March 17, 2017 the water distribution system in Waskesiu lost pressure. A break in the underground water distribution line caused this problem. Due to the time of year, locating the break was challenging. No obvious water at the surface indicated the location of the leak. The entire distribution system for Waskesiu was out of service for six days. The following is a timeline of the incident:

- a. March 20, 2017 – PCA staff began thawing water valves in order to isolate sections of the distribution system as a means of locating the break. 12 valves needed to be thawed. This work included 2 steam units and a hydro- vac unit to complete. A potable water tank and 5 gallon drinking water containers were made available at the Park compound for all Waskesiu residents to use.
- b. March 21, 2017 – as above. Also Elk Ridge Resort generously agreed to allow Waskesiu residents to use the shower and washroom facilities at the resort hotel.
- c. March 22, 2017 – PCA staff completed thawing of water valves and were able to isolate the section of water line containing the leak. The remainder of the system was re-pressurized although residents were advised not to use water until PCA staff were sure the system was holding pressure. A boil water advisory was put into place at this time.

- d. March 23, 2017 – Residents were advised that they could resume water use. Boil water advisory is still in effect. Properties located on the isolated line that did not have water include Chateau Park Chalets, RCMP Detachment, staff accommodation at 955 Waskesiu Drive and Armstrong Cabins. Shower facilities are available to all Waskesiu residents at the new shower building in the Spruce Ridge Campground (Montreal Drive & Grouse Street). Shower facilities at Elk Ridge resort are no longer available.
- e. March 23 – 27, 2017 – Situation remains unchanged.
- f. March 27, 2017 – Water samples were submitted for the operational portion of the water distribution system. All samples came back as meeting standards for drinking water. Contractors begin digging to repair the broken water line.
- g. March 28, 2017 – Water line break has been repaired. The line is still isolated from the rest of the distribution system. The repaired line was filled with super-chlorinated water and remained full for 24 hours. The line was then flushed of the chlorinated solution and water samples were sent for testing. Boil water advisory lifted for the rest of Waskesiu.
- h. March 30, 2017 – Water samples taken from isolated water line and sent for testing.
- i. April 3, 2017 – water samples returned from lab. All samples came back as meeting standards for safe drinking water. The repaired line was re-opened and the water distribution system was returned to normal operations.

**The issue here, Council believes, is a communication problem.  
A Municipal Failure Protocol Document is now being developed by PCA.**

#### 18. Brick size for driveways in Waskesiu Cabin Area

The 2013 Waskesiu cabin Development Guidelines indicates that “interlocking brick” is an acceptable driveway finish in the Waskesiu cabin area. The main reason for this is to allow for drainage between bricks, reducing hard surface area and water runoff. There is no definition of interlocking brick in the guidelines. Various options are available on the market for paving stones and clarity is required for cabin owners and PCA staff when a permit is requested.

- a. The traditional interlocking brick (seen on sidewalks throughout Waskesiu) is acceptable.
- b. Newer products incorporate a variety of brick sizes arranged in a pattern.
- c. This type of product has been approved by PCA.
- d. Defining a maximum brick size would be useful for both cabin owners and PCA staff.
- e. WSRA president Rob Phillips was contacted and is in favor of this approach, provided the maximum brick size corresponds to a readily available product.
- f. PCA staff researched various retail websites and has determined that a 12” x 12” brick would meet the intent of the guidelines, yet still allow some design flexibility for cabin owners.
- g. PCA suggests that moving forward, a maximum brick size of 144 square inches be adopted as a standard in the cabin guidelines.

#### 19. Grey Owl Cabin

Restoration work to Grey Owl’s cabin continues and is closed until the restoration work is complete.