

WASKESIU COMMUNITY COUNCIL PUBLIC MEETING MINUTES



AGENDA TOPICS

DATE: Friday, November 3rd, 2017
TIME: 9:00 a.m. – 2:00 p.m.
LOCATION: Hawood Inn - Boardroom

ATTENDING: Jim Kerby, Nancy Wood Archer, Bryan Matheson, Janice MacKinnon, Randy Kershaw*, Jennifer Wood*, PCA – David Britton, Gregg Rutten (joined the meeting at 10:20 a.m.)
*Attended meeting by telephone

REGRETS: Brent Hamel

1. **Call to Order** Jim Kerby 9:00 a.m.
2. **In-camera session**
Motion to move the meeting 'In-camera'
Bryan Matheson/Nancy Wood Archer **Carried Unanimously**
Motion to move back to the Public Meeting
Nancy Wood Archer/Janice MacKinnon **Carried Unanimously**
3. **Adoption of Agenda for the Public Meeting** Jim Kerby 9:45 a.m.
Motion to Adopt the Agenda as amended
Bryan Matheson/Nancy Wood Archer **Carried Unanimously**
4. **Adoption of October 2nd, 2017 Meeting Minutes**
Motion to adopt the October 2nd, 2017 Meeting Minutes as amended
Nancy Wood Archer/Bryan Matheson **Carried Unanimously**
5. **Business arising from the Minutes:**
 - Status updates on the following:
 - **Kapasawin Development**
Parks Canada is completing the final review of the environmental assessment.
 - **SaskTel townsite High-speed DSL opportunity**
Discussion ensued regarding where the community is at with their commitments and the need to know what PCA's needs are. There was also discussion on how to get SaskTel's service to the extremities of the entire Waskesiu townsite including Kapasawin and Prospect Point.
ACTION ITEM – follow up by Council Chair and PCA to find out from SaskTel what the quality of service at the extremities of the entire townsite will be.
 - **Review of Action Items**
A review of the Action Items then ensued.
6. **Townsite Report** **Gregg Rutten**
 - Appendix I attached to this document.

7. Correspondence

None received

8. New Business

• Waskesiu Foundation Board Nomination

A motion was made for the Waskesiu Community Council to approve the appointment of Barb Jones to the Waskesiu Foundation Board, conditional upon completion of the vetting process and final approval of the Waskesiu Foundation Board.

Randy Kershaw/Janice MacKinnon

Carried Unanimously

Administrator to inform Derwin Arnstead, Waskesiu Foundation Chair.

• Waskesiu Break-ins

Council was informed by PCA on October 25 of several break-ins affecting cabins, cottages and commercial operations in Waskesiu. The RCMP is the lead on investigating this matter. Parks Canada will be supporting the RCMP by liaising with community groups. PCA put up the chains to close off these areas slightly earlier than they normally would. All affected owners were notified by the RCMP.

Council would like some information on the break-ins and also regarding drug use in the townsite after hearing reports including needles found lying on the ground.

Council suggested that if PCA does not have cameras at the entrance gates, they should be installed to assist in finding and identifying criminals.

ACTION ITEM: Randy to contact RCMP to request a report to Council at the next Council meeting or the meeting after that.

ACTION ITEM: PCA will look into camera installation and report at next meeting.

• Adoption of WCC Communication Plan - Part 1

ACTION ITEM: defer this item to next meeting

• Fuel break work

PCA reported that there are funds available for work this winter to undertake this project. There will be tree thinning in the cottage and cabin area, which will be done by mechanically removing small trees within the next 10 days.

Also fuel break work will be done along Highway 264, the east boundary on the north side of highway by Elk Ridge Resort. The fuel break area is 10 km by 1 km. This will protect Elk Ridge but will be a noticeable change to visitors. The fuel break on the south side of Highway 264 will be done next year.

Council suggested PCA have signage set up to explain the fuel break to the public.

• 90th Anniversary of Prince Albert National Park

2018 is the 90th Anniversary of the formation of Prince Albert National Park. PCA is not planning any special events to celebrate but the 90th Anniversary will be part of PCA's promotional items in 2018.

- **Update on the Pet off-leash issue**

PCA's draft Communication Plan was circulated to Council. This plan includes their communication strategy and law enforcement strategy. Discussion ensued.

9. Committee Reports

Communications & Community Relations – Brent Hamel

Brent distributed the draft of WCC Communication Plan - Part 1 by email.

The committee has started discussion on developing volunteer groups and Part 2 of the Communication Plan.

Essential Services – Policing and Fire – Randy Kershaw

This item was covered with discussions under New Business.

Vegetation Management – Bryan Matheson

Parks Canada staff responsible is off on medical leave and so work is deferred until they return.

The Waskesiu Foundation – Jim Kerby

Jim reported that there have been several donations made through the Foundation in support of the SaskTel High Speed Internet project.

Barb Jones has been appointed to the Foundation Board.

The Foundation is now getting a clearer understanding of any near-term joint projects they could partner with PCA on.

Discussion ensued of some of the planned projects.

The Waskesiu Recreation Association – Bryan Matheson

Installation is moving forward on Mini Golf Project.

Financial reporting and process (with help from the newest board member) are in better shape. A meeting is forthcoming in December.

10. Next Meeting Date(s) – December 11th (10 am SK time) – location to be determined.

11. Adjournment

12:05 p.m.

Janice MacKinnon

APPENDIX I

Waskesiu Community Council Meeting Report

November 3, 2017

Prepared by: Gregg Rutten Townsite Manager

Meeting Location: Hawood Inn, Waskesiu

*Please note – new information is now highlighted in **bold** in this report

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. PCA requires a new appraisal of the building and property. Appraisals are currently underway.
- b. Once an appraisal is completed, an RFP will be advertised with the new lease policy of a 21 – 25 year lease opportunity for the property.
- c. **No update, waiting for appraisal**

2. 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 3rd annual Waskesiu Lakeside Music Festival was held on August 25-27, 2017.

- a. The 2017 Waskesiu Lakeside Festival saw approximately 3000-3500 people in attendance (estimate only).
- b. Great weather, free entry and the enhanced lineup combined to see the largest crowds by far for this event.
- c. PANP statistics show visitation equal to Canada Day visitation in 2017.
- d. Very positive feedback received to date.
- e. **PCA is currently undertaking a review of its investment in events across the field unit. Results of this analysis will be shared with the Waskesiu community Council.**

3. 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 is working to update a conceptual plan for review by the community council. A new map will be shared with council in the fall of 2017.
- c. Divers completed an assessment of the breakwater and paddle wheeler dock underwater components in Late September 2017. PCA awaiting these results.
- d. Revitalization work for breakwater to be addressed when funding becomes available.
- e. **No update at time of this report.**

4. Development Proposal from Lakeview Hotel

PCA has received a development permit application from the owners of the Lakeview Hotel to develop a commercial accommodation building on the currently vacant lot at 811 Lakeview Drive.

- 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.
- d. PCA met with representatives from the Lakeview hotel on August 29, 2017.
- e. **PCA continues to work with the leaseholder on details of current operations and plans for future development.**

5. 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 completed repair/upgrades to the existing swales on September 13, 2017.
- c. There are 2-3 easements in the cabin area that have not had swales constructed as part of this project.
- d. Assessment of these remaining areas is required to determine if swales are necessary.
- e. **No update at this time.**

6. 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. A new licence of occupation will be required for the electronic sign location. PCA will complete a legal survey of the property to facilitate this.
- b. Survey work is nearing completion. PCA waiting for draft drawing from the surveyor (Meridian Surveys) for final approval.
- c. Licence of Occupation documents are ready for signature once survey work is finalised.
- d. **Hours of Operation and brightness level for the electronic sign need to be discussed with the Chamber of Commerce, particularly for winter operation.**

7. 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. Violators have been receiving friendly reminder notices on their windshields. Parks Canada is tracking licence plate numbers. Towing companies have been contacted and are able to remove boats if requested.
- b. Parks Canada wardens are investigating the use of immobilization devices (boots) vs. towing to Prince Albert.
- c. 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.
- d. PCA will provide information to council regarding the number of “friendly reminders” issued, number of repeat offenders and any other feedback received by PCA.
- e. **5 “friendly reminders” issued over the summer. One repeat offender. The reminders seemed to work well as an information/compliance tool.**
COUNCIL DISCUSSION:
 The only outstanding items left under this subject are the need to have the 30 Minute Parking signs installed, and to address the ongoing parking issues in Subdivisions I and II.

8. 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. Design work is currently underway. Work will not be completed until after winter of 2017-18.
- c. Part of the design contract is to provide advice on how best to mitigate the flooding problem this winter.
- d. **No update at this time.**

9. Spruce Ridge (SSTP) Washroom Buildings

A new shower/washroom building has been completed in the Spruce Ridge staff campground. The new building is fully functional.

- a. Demolition of the old shower/washroom building has been approved for 2017/18 fiscal year.
- b. An inspection by an asbestos removal contractor determined there is no asbestos in the building.
- c. PCA is currently soliciting bids for demolition work.
- d. Once the old washroom is removed, the site will be rehabilitated and up to 4 new RV pads will be created.
- e. **Contract has been awarded for demolition and removal of building.**
- f. **Work expected to be completed by November 30, 2017.**

COUNCIL DISCUSSION:

Council asked why the washrooms were closed on October 27. Gregg responded that the middle, handicap washroom is to be open year round. **ACTION ITEM:** Gregg will confirm whether that is correct.

10. Community Hall Bats

Bats have been identified as a problem at the Community Hall in Waskesiu. PCA is taking the lead on excluding bats from the building. Bats are identified as a species at risk (white nose syndrome)

- a. A pest control specialist and a PCA heritage restoration carpenter have been consulted and site visits have been completed.
- b. There are numerous points of entry for bats in the log building.
- c. Ultrasonic bat repellent devices have been ordered by PCA as these have proven effective in other historic sites across the agency.
- d. Bat species has been confirmed as Little Brown Myotis, a species at risk. These bats are using the site as a summer roost.
- e. PCA will initiate a contractor to repair entry points to the building and chink gaps in logs at a time when bats are not present (over the fall winter).
- f. **Statement of work is being developed for this contract work.**

11. Recreation Area Renewal

- a. PCA has issued a building permit to cover the demolition/deconstruction work and site preparation work required for installation of the mini golf components.
- b. This work commenced on September 27, 2017.
- c. **No update at this time.**
COUNCIL DISCUSSION:
 Council reported that the site prep work has advanced as much as possible this year.
 The current power supply is poor and won't handle what will be required for existing use plus mini golf so additional power is needed to run the mini golf area.
 SaskPower reported it would probably be a cost of \$20,000.
 Council asked PCA if there are any other solutions; does PCA have any leverage with SaskPower?
ACTION ITEM: Gregg to talk to PCA electrician for any ideas.
 Discussion ensued.

12. **Fire Chief Contract**

- a. **Solicitations are underway for a new contract fire chief for the Waskesiu Volunteer Fire Department.**
- b. **Depending on bids received, expect process to be complete by mid-December at the latest.**

There are currently three PCA staff covering the position of Fire Chief until a new chief is hired.