

## WASKESIU COMMUNITY COUNCIL PUBLIC MEETING MINUTES



### AGENDA TOPICS

**DATE:** Monday, October 2, 2017  
**TIME:** 9:00 a.m. – 2:00 p.m.  
**LOCATION:** Hawood Inn – Spruce River Room

**ATTENDING:** Jim Kerby, Nancy Wood Archer, Randy Kershaw, Bryan Matheson  
Brent Hamel\*, Jennifer Wood\*, PCA - David Britton  
\*Attended meeting by telephone

**REGRETS:** Janice MacKinnon

- 1. Call to Order** **Jim Kerby** **9:00 a.m.**
- 2. In-camera session**  
Motion to move to 'In Camera'  
**Bryan Matheson/Randy Kershaw** **Carried Unanimously**  
Motion to move back to the Public Meeting  
**Nancy Wood Archer/Randy Kershaw** **Carried Unanimously**
- 3. Adoption of Agenda for the Public Meeting** **Jim Kerby** **9:45 a.m.**  
Motion to adopt the Public Meeting Agenda as circulated.  
**Bryan Matheson/Nancy Wood Archer** **Carried Unanimously**
- 4. Community Planning and Development Committee**  
A motion was made to add Jennifer Wood to the Community Planning & Development Committee.  
**Bryan Matheson/Randy Kershaw** **Carried Unanimously**
- 5. Townsite Report** **David Britton**  
- Appendix I attached to this document.
- 6. Correspondence**
  - SaskTel – High Speed DSL
  - Townsite Management Survey Results from PCA - Circulated to Council
- 7. Kapasiwin Bungalows Redevelopment Project Presentation** **11:00 a.m.**  
Presented by Angela Baier, Senior Aquatic Ecologist, Canada North Environmental Services, accompanied by Jake Burlet from the Kapasiwin Bungalow Redevelopment Project.  
- After the one-hour presentation a lengthy discussion ensued with many questions. Rob Phillips, President of the Waskesiu Seasonal Residents Association, joined Council for this portion of the meeting.
- 8. Adoption of August 10<sup>th</sup>, 2017 Meeting Minutes**  
**Nancy Wood Archer/Randy Kershaw** **Carried Unanimously**

## 9. Business arising from the Minutes:

- Status updates on the following:

- **SaskTel townsite High-speed DSL opportunity**

- Discussion ensued.

- A meeting with representatives of SaskTel, Parks Canada Agency, the Waskesiu Seasonal Residents Association, and Waskesiu Community Council is being held today at 2:30 p.m. to discuss the next steps needed to bring the high-speed DSL service to Waskesiu, hopefully by the summer of 2018.

- **Floor Area and Floor Area Ratio Statistics**

- A Parks Canada document was circulated earlier to Council. This document included a definition of "Floor Area Ratio" and "Gross floor Area" as defined in the current PANP Land Use Directive.

Discussion then ensued.

**ACTION ITEM:** The Community Planning & Development Committee are to meet with the Waskesiu Chamber of Commerce and the WSRA to get input on any changes they would like to see made to the current PANP Land Use Directive and to the Cottage Regulations.

- **Kapasawin Development**

This topic was discussed under the Townsite Report.

- **Canada 150**

- PCA reported that visitation increase to the Park overall this year has been positive. The results in June, July and August show visitation increased an average of 16%.

Monthly breakdown: June up 11%, July up 11%, August up 28%. Camping up 10%.

- PCA also announced that, beginning in 2018, anyone 17 years of age and under will be admitted free to all National Parks.

- **Review of Action Items**

- A review of the Action Items then ensued.

- **Land Use Directive – discussion**

- This topic was discussed as part of the Floor Area and Floor Area Ratio Statistics agenda item.

- **4 Way Stop Flooding**

- This topic was discussed under the Townsite Report.

- **Waskesiu Chamber of Commerce/WRA building - water problems**

- This topic was discussed under the Townsite Report.

## 10. New Business

- Visit by Daniel Mercer – PCA Development Review Consultation Process

- Council asked PCA when they can expect a visit from Mr. Mercer. PCA replied that Mr. Mercer is waiting for approval of his process plan before going out across the country. He is hopeful it will be in November, December, or January. An Open House was suggested to be held in Saskatoon.

Multilateral (or bilateral) meetings will also be held with key stakeholders – being the Waskesiu

Community Council, Waskesiu Chamber of Commerce, and the Waskesiu Seasonal Residents Association.

- Summary of the postal code information gathered at the entrance gates by PCA to date this year
- The Waskesiu Chamber of Commerce would appreciate receiving this information as it would be an excellent tool to help with placement of the upcoming billboard campaign planned for this fall and winter. PCA replied that the national office has the information that was compiled this summer and they will make the same available to the Chamber and to Council.

**ACTION ITEM:** David Britton will contact the national PCA office and provide whatever postal code information can be made available.

- Waskesiu Ski Trails
- Discussion ensued regarding concerns of the negative treatment of some of the volunteer Ski Club staff.
- Another concern is the new Ski Trail Agreement drafted this year. The draft suggests that PCA will not be the liaison between the Waskesiu Golf Course and the Waskesiu Ski Club. As well, they will not post signage on that trail and they are shortening the Fisher Trail. Council Chair advised that he was certain there was a clause in the governing lease regarding access to the golf course for cross country skiing and snowshoeing.

**ACTION ITEM:** David to check out the golf course lease to find out what is written about skiing/snowshoeing on the golf course.

- Council asked why Beaver Glen Campground was closed to skiers this year.

PCA answered by advising that Beaver Glen improvements/construction/tree removal will close the ski trail but that Red Deer Trailer Park is available in its place this year. Because it is not a permanent trail, the Ski Club volunteers must put up their own signage.

One member of Council suggested that these issues should be within the mandate of the Waskesiu Recreation Association.

- Discuss the establishment of a comprehensive volunteer program in Waskesiu in 2018
- Council and Parks Canada Agency are to start discussion on the program, which was contemplated in the Waskesiu 2020 & Beyond “Community Action Plan”.
- A Question was posed by Council regarding the Cabin Guidelines:
  - The Cabin Guidelines state that moving cabins in and out of the cabin area in Waskesiu is only allowed from December 1 to March 31 but, in the last week, two cabins have been moved. Have there been any changes in relation to the Cabin Guidelines that we are not aware of?

**ACTION ITEM:** Gregg Rutten to report back to Council about the removal of the two cabins and if there has been a change to the Cabin Guidelines at the next meeting.

## 11. Committee Reports

**Budget/Finance** – Janice MacKinnon

- Councilor was absent so no report was given.

**Business Relations – Nancy Wood Archer**

- The Waskesiu Chamber and the Levy Five Group together have committed to a \$10,000 contribution to the SaskTel High Speed Internet Project.

- The Chamber AGM was held on October 1<sup>st</sup>.

- The new Board of Directors of the Chamber, as of October 1, 2017 are:

Debby Klarenbach

Dwayne Andreen

Darryl Fox

Tyler Baker

Randy Kershaw – Treasurer

Gord Bueckert – Vice President

Nancy Archer – President

- The Chamber is also pleased to welcome a new member to the Waskesiu business community as of October 1, 2017.

Fish Tales Gallery has changed ownership to Jennifer Wilcox.

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

- No report.

**Communications & Community Relations – Brent Hamel**

- A draft Waskesiu Community Communication Plan (Part 1) was circulated by email to Council last week. Council was asked to review the draft and forward any comments to Brent by the Oct. 16 deadline. The next step will then be moving on to its implementation, with Part 2 of the Communication Plan (when drafted) to deal with strategies and tactics.

Council Chair commented that the Communication Plan should be focused on looking at our goals to improve communication both within and outside of our community.

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

- Waskesiu Fire Chief's Report for August – circulated with this Agenda.

- The Fire Chief's September report was just received by email and the Administrator will circulate it to Council. This was Fire Chief Paul See's final report to Council, as he retired from the Waskesiu Fire Department as of September 30<sup>th</sup>.

**ACTION ITEM:** Randy Kershaw, on behalf of Council, will write a letter of thanks and appreciation to Paul See thanking him for all that he has done for Waskesiu in his four years as our Fire Chief. A copy of such correspondence will be provided to all Council members.

**Vegetation Management – Bryan Matheson**

- Council Question: Some of the local residents were asking why there were no Arbor Day activities.

Superintendent Britton replied: As it was suggested last year, there were no projects for volunteers to be involved with this year in relation to Arbor Day.

**The Waskesiu Foundation – Jim Kerby**

- The Chair reminded Council and PCA that the Foundation has earmarked some money to help complete the trails in the townsite.
- The Annual Foundation Donor Recognition and Fundraising Dinner was a financial success, raising over \$35,000. There has been some discussion, however, about a possible change of format for next year.
- The Foundation continues to work with the WRA to manage all the monies raised for the Mini-golf Project and the Waskesiu Recreation Area Renewal Project.
- Director Gord Bueckert has resigned from the Board of the Foundation, and Grit McCreath will be stepping down from the Board at the end of December.

**The Waskesiu Recreation Association – Brent Hamel/Bryan Matheson**

Bryan Matheson reported: The season was very successful overall. This year there was a lot of emphasis on fundraising. All the events went exceptionally well with a lot more people involved in running the events and activities. The consensus is that there is a need to be more structure and governance in relation to what is being done, or not being done, by the WRA.

Brent Hamel reported: The WRA’s Recreation Area Renewal Committee has three subcommittees: Fundraising Subcommittee. The Foundation reported nearly \$460,000 in funds raised. This consists of donations (cash received and pledged) as well as \$50,000 from the Foundation and \$75,000 (of the \$150,000) from PCA (which will be applied to site preparation and landscaping). While fundraising remains active, time is also being spent on a donor recognition kiosk.

Design Subcommittee. The first two shipments from the mini golf designer and fabricator, COST of Wisconsin, have arrived in Waskesiu and are at the PCA storage compound. The final shipment will be delivered next week. The subcommittee is also working on the design of the starter shack, which is intended to replicate Grey Owl’s cabin. Finally, the Committee is also identifying additional theme elements that could be placed throughout the course, e.g. bison, wolf, etc.

Implementation Subcommittee. The trees and existing infrastructure on the site have been removed this week. A tender has gone out to nine potential contractors for the site preparation. The received bids will be reviewed by the subcommittee and a recommendation made to the WRA Board for its approval. Hopefully this site work will be done in the coming weeks, prior to the arrival of snow. It is possible that the installation of the holes may begin, however, that is all weather dependent. Otherwise, the mini golf products will sit at the compound until next spring, and be installed then.

The WRA was also very pleased with all the great employees they had working for them this year!

**12. Next Meeting Date(s)** – Friday, November 3<sup>rd</sup>, 2017 in Waskesiu.

**13. Adjournment**

**2:00 PM**

*Nancy Wood Archer*

## APPENDIX I

Waskesiu Community Council Meeting Report  
October 2, 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.**  
PCA has not yet seen a formal, approved copy of the new lease policy but they are working as it is in effect already.

### 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 3<sup>rd</sup> 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.**

Discussion ensued and Council chair thanked PCA for a great job.

Nancy to work with the Chamber on event rules and regulations and will sit on the Vendor Committee next year to ensure everyone knows and follows them.

### 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.**

**ACTION ITEM:** David Britton to supply Council with a new conceptual plan and map of the Waskesiu Townsite Dock and Breakwater and provide an update on the divers' underwater results.

PCA reported that their Assets Department is reviewing the condition of the townsite assets and will apply the results to the "Waskesiu 2020 and Beyond" planning.

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 national realty and department of justice on this file.**

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.**

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 finalized.**

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. **Anecdotally, there were far fewer boats (either attached to a tow vehicle or not) that were parked on Waskesiu Drive this summer than in the past number of years.**

*Council Question:* Why are the 30 Minute Parking Only signs not put up in front of Waskesiu Trading Co. and L.A. Outfitters, they have been installed along Lakeview Drive.

*PCA Answer:* David thinks the signs have been received.

**ACTION ITEM:** David to check on the signs and have them installed if they are in.

*Council Question:* Does PCA have the authority to tow vehicles?

*PCA Answer:* Yes.

#### 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.**

#### 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. **No update at time of this report.**

#### 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).**

#### 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**

Tree removal and site preparation is now in the works. Bids are out for supplier of soil for the ground before further work gets done.

*Council Question: Where and why were new information boards placed in the townsite?*

*PCA Answer: This is part of the trail upgrading plan*

*Council Question: Why were prison staff used to add and remove the information boards?*

*PCA Answer: This is part of the federal plan and the staff did the work for free. The Assets department had no extra time to do that work.*

*Council Question: Will the Water Valve repair for Chamber office be done this fall?*

*PCA Answer: The job has priority so hopefully it will be repaired this fall.*

#### 12. PCA EVALUATION OF TOWNSITES

The evaluations of national park townsites were done many years ago and the recommendations from the evaluation have been posted on the PCA website.