

WASKESIU COMMUNITY COUNCIL PUBLIC MEETING MINUTES



AGENDA TOPICS

DATE: Thursday, August 10, 2017
TIME: 9:00 a.m. – 2:00 p.m.
LOCATION: Waskesiu Lake Lodge – Meeting Room

ATTENDING: Jim Kerby, Nancy Wood Archer, Brent Hamel, Bryan Matheson, Janice MacKinnon, Jennifer Wood

PCA – David Britton, Gregg Rutten

REGRETS: Randy Kershaw

- 1. Call to Order** **Jim Kerby** **9:00 a.m.**
- 2. In-camera session**
 - Motion to move 'In Camera'
Nancy Wood Archer/Bryan Matheson **Carried Unanimously**
 - Motion to move back to the Public Meeting
Bryan Matheson/Brent Hamel **Carried Unanimously**
- 3. Adoption of Agenda for the Public Meeting** **Jim Kerby** **9:45 a.m.**
 - Motion to adopt the Agenda for the Public Meeting as amended to include PCA Infrastructure update
Janice MacKinnon/Jennifer Wood **Carried Unanimously**
- 4. Adoption of June 23rd, 2017 Meeting Minutes** **Carried Unanimously**
 - Bryan Matheson/Brent Hamel**
- 5. Business arising from the Minutes:**
 - Correspondence from the Waskesiu Chamber of Commerce to Parks Canada's CEO (regarding commercial lease terms) – David Britton has received a number of letters from Chamber members regarding the proposed commercial lease term changes.
Changes are still being finalized in the PCA national office. An interim policy will be put into effect until they have finalized the lease with a longer term policy. Council can still have an opportunity for input on the proposed interim policy.
ACTION ITEM: Council Chair to write a letter of concern on behalf of Waskesiu Community to Parks Canada Agency's CEO.
 - SaskTel townsite High-speed DSL opportunity - status update and potential support from PCA and/or certain Waskesiu organizations
The Waskesiu Foundation has offered to accept donations to help the community reach the amount of funds required to bring in the High-speed DSL service. The hope is that between \$5,000 and \$20,000 will be raised by asking individuals in the community for their financial support. Support from local organizations is needed. SaskTel requires 30 permanent year-round service

commitments. 17 seasonal subscriptions will equal 1 year-round customer.

PCA has 13 confirmed permanent individual year round staff. PCA is waiting to hear from their CIO on what level of service PCA will need. WSRA President Rob Phillips is taking the lead within the cottage and cabin community, going door to door to educate the community and ask for subscription commitments. Jennifer Wood, also a member of WSRA Board, reported that after consulting with them, iNet 2000 is not willing to offer the same service as SaskTel.

A motion was made that the Waskesiu Community Association contribute \$10,000 toward the SaskTel townsite High-speed DSL project provided the balance of funds are raised.

Bryan Matheson/Janice MacKinnon

Carried Unanimously

- Floor Area Ratio Statistics

This topic was reviewed at the request of Jennifer Wood and discussion ensued.

Councilor Brent Hamel asked what role Council wants to play in Land Use Directive revisions? The Waskesiu Chamber and the business community need to look at the Land Use Directive revisions and then the Chamber should come to Council with their requests and concerns. It was suggested that the WSRA should also be involved with some potential resolutions along with the Chamber.

ACTION Item – PCA to clarify what is set in legislation, what is set in PCA policy and what can be changed locally.

- Status updates on the following:

- Kapasawin Development

Due to her association with the Kapasawin Development, Jennifer Wood left the meeting while the Kapasawin Development was being discussed with PCA other than public matters contained in the Townsite report.

PCA reported lease negotiations were proceeding and would probably conclude in the next couple of weeks. Although the details were not able to be shared, the environmental assessment is almost completed. PCA reported they were comfortable with the Kapasawin Development group releasing the document to the public through two open houses and as well as during upcoming meetings with the Waskesiu Community Council and the Waskesiu Chamber of Commerce. The terms of the Licence of Occupation for right of way on the property will allow Kapasiwin to increase the land holding on the development. The group recently brought a new cabin design to PCA to be considered.

The new Commercial Lease template includes a stronger usage clause which prohibits fractional use. The commercial leases must be compliant with lease and business licence terms. If the terms are not being met, the lease and/or business licence will be terminated.

ACTION ITEM: PCA to provide Council with a copy of the Commercial Lease Template.

- Canada 150

Visitation on the July 1st weekend was up 40% from last year. July monthly stats were up 10% from last year. The townsite is very busy, staff are managing. The free admission this year has had a very positive outcome. Beginning in 2018 all children under the age of 18 will be admitted free to the Park.

- Review of Action Items

Completed.

- Infrastructure update - PCA

The Marina infrastructure update has been completed. All that remains is to do an assessment on the Marina and townsite breakwaters.

Kingsmere road is open while construction work continues. There has been a large turnout of visitors to the site.

Work on the Grey Owl trail is underway and will continue into the fall. This work includes the parking lot, rail cart and ramp.

Council Comment: The water level is very high and people have been unable to access the area. The ramp is very slippery and dangerous.

Council Comment: This is a nice improvement at Kingsmere. Good to hear work is continuing on the rail cart and ramp. After visiting the West side of the Park, very pleased the downed trees have been cleaned up and that PCA is maintaining the trails after a huge plow wind went through this summer.

Council Comment: The boardwalks are quite slippery and suggested PCA try putting shingles down the middle for easy grip when walking on them when they are wet.

Grey Owl Cabin refurbishment is complete.

Water treatment plant work to replace controls will start in the fall.

Campground upgrades at the Narrows and Beaver Glen include expanding camping areas and roadways.

The proposed new townsite beach houses are still in the design phase. Their construction schedule has two options:

1. next summer or 2. next fall. Council suggests the construction schedule start next fall.

Four-way intersection drainage issue and proposed correction – After the engineers looked at it they were not happy with the suggested design. There are a two other design options and comparisons are being done. PCA will not start work this winter but looking at what to do over the winter to eliminate the problem in the spring of 2018 as much as possible.

6. Townsite Report

Gregg Rutten

Appendix I

7. Correspondence

None received

8. New Business

- Approval of 2016/2017 Financial Statements -

A motion was made to adopt the 2016/2017 Financial Statements as presented.

Janice MacKinnon/Bryan Matheson

Carried Unanimously

- Review of AGM details – attendance, etc.

Administrator will need 2 people to greet guests and to sit at the registration table. Administrator to ask Simone Kerby to sit at the registration table and Nancy Wood Archer volunteered to greet. PCA will bring copies of their year-end financials to handout at the meeting.

- Issue with dogs on the beach – Bryan Matheson as well as PCA received an email along with photos of several dogs on the beach. It was determined that the Duty Officers need to do a more thorough job of patrolling and enforcing the ‘No Dogs on the Beach’ rules.

There is a real need for an off-leash area for dogs in the Park.

Discussion ensued.

ACTION ITEM: Gregg to discuss with the Duty Officers and Council to consider proposed solutions for next meeting.

- Discuss Councilor ‘Indemnity Agreement’ form

ACTION ITEM: Council Chair will prepare a draft form to be reviewed at the next meeting.

9. Committee Reports

Budget/Finance – Janice MacKinnon

Business Relations – Nancy Wood Archer

- Music Festival Food Vendors

The Chamber is working with the Waskesiu Lakeside Music Festival to ensure there are enough food vendors for the event.

- Letter Campaign to Parks Canada re: proposed lease changes

Five letters were written by Chamber members expressing concerns regarding the proposed changes to commercial lease terms.

- SaskTel High Speed

Discussions with the Levy Five Group and the Chamber Board have started regarding funding to the project. Chamber vice-chair Gord Bueckert is the lead on this project and has been in contact with Jim Kerby.

- Beautification Project

The flower boxes maintenance (watering/weeding) are the responsibility of each of the Chamber members who receive the boxes. Chamber needs to come up with a better system for this, as the boxes on Parks land, (not attached to a lease holder) are not being watered, and volunteer or paid employee time is picking up this slack. Some boxes have been missed. The Chamber is working to figure out how this can work better.

- Concerns over the Information Kiosk maintenance (kiosk beside museum).

It appears that no one is maintaining this area. The weeds and dirt have taken over the sidewalk, the posters are outdated. This problem also needs to be addressed with Parks Canada/ Chamber Beautification Project.

- Parking issues are still a concern on Lakeview Drive.

- Chamber has asked for all member businesses to provide their operating hours from September

1st to Thanksgiving. This information will be posted in the near future. They are encouraging their membership to have posted hours and to try and stay open more hours in the off seasons. Brent asked for Chamber member's advice in regard to changes in Land Use Directive. The Chamber has set up a committee for the Land Use Directive changes.

Community Planning & Development – Jim Kerby/Randy Kershaw

The Committee needs to co-ordinate with the Waskesiu Chamber and WSRA's Community Planning & Development committee regarding the Land Use Directive revisions.

David Britton will let Council and other stakeholders know when Daniel Mercer is planning his next consultation meeting.

Communications & Community Relations – Brent Hamel

A draft Communications Strategy Report for Waskesiu has been written. This report needs to be circulated to Council before being presented to the Community. Developing a recreation action plan and volunteer action plan – nothing developed.

Essential Services – Policing and Fire – Randy Kershaw

- Waskesiu Fire Chief's Report for June and July – circulated with this agenda

Parks reported that Paul See has given his resignation. He will continue as Waskesiu Fire Chief until September 30th.

PCA reported that there were 78 EMT calls from the May long weekend to now (last year 77 total).

Vegetation Management – Bryan Matheson

As discussed under New Business.

The Waskesiu Foundation – Jim Kerby

The Annual Donor Recognition and Fundraising Dinner was a success although not a sellout.

The Foundation is now putting a concentrated effort into building on their Planned Giving program.

At a recent meeting with PCA, the Foundation discussed opportunities for partnering with PCA on future projects.

To assist in raising funds, the Foundation website donations page has a place on its drop down menu for donating to the SaskTel High Speed Internet opportunity.

The Waskesiu Recreation Association – Brent Hamel/Bryan Matheson

The WRA has been focused on fundraising for the Mini-golf Project. All the summer programs are running smoothly. Marissa Glanville has been a great asset as Recreation Coordinator. The Fundraising for the Mini-golf project is very close to completion; currently at 90% of the goal.

Orders are being placed for the structures and equipment. Some equipment could arrive by end of August. Site preparation needs to be done, then installation and landscaping. Hopefully everything will be up and running in the 2018 season. The Recreation Area Master Plan has been completed and circulated to stakeholders.

Special events with the Chamber and PCA are very successful this summer.

Recycling – There is very minimal profit for the large amount of work required. WRA will continue keeping track again this year, and will continue to do the program in 2017 but, in the future, the recycling program may be given back to PCA because so little profit is made despite the significant amount of work.

ACTION ITEM: Gregg Rutten will take this issue forward in Parks Canada office.

10. Next Meeting Date(s) – Monday, October 2 – Hawood Inn

11. Adjournment

1:45 pm

Brent Hamel

APPENDIX I

Waskesiu Community Council Meeting Report

August 10, 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. RFP has been on hold in light of interim policy on commercial leasing. PCA continues to work with national office realty on a strategy for a more successful RFP process in 2017.

It will be advertised at the 21 year lease after the interim policy has been finalized

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 will be held on August 25-27, 2017.

- a. PCA has committed an additional \$10K in funding for this year only to enhance the festival for Canada 150 celebrations.
- b. All bands have been confirmed.
- c. Chamber of Commerce is organizing the vendors.
- d. Recreation Association organising the beer gardens.
- e. Waskesiu Foundation Sponsored children’s activities.
- f. Poster/Lure card provided to Council for reference.

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. Revitalization work for breakwater to be addressed when funding becomes available.

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 is meeting with representatives from the Lakeview hotel on August 29, 2017.

Discussion ensued regarding this topic under Business arising from the Minutes.

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 plans to complete this work prior to September 30, 2017.

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.

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. On street parking – the main issues here are congestion and public safety (particularly boats and RVs parked on main streets).
- b. PCA has banned parking of boats and RVs on Waskesiu Drive (from approximately Pelican Street up to and including Baker's Bungalows). Boats and RVs parked in restricted areas will be towed at the owner's expense.
- c. PCA has installed limited time parking signs (30 minute only) in 3 parking stalls in front of the businesses across from the main beach on Lakeview Drive (**this portion had not been completed as of this meeting date**), at the visitor centre, and for two stalls in front of the fish cleaning building on Waskesiu Drive. Gregg to look into why the signs are not up in front of the

businesses across from the main beach on Lakeview Drive and when they will be installed.

- d. The no boat/RV signs have been installed on Waskesiu Drive. Limited time parking signs will be installed when they arrive from the supplier.
- e. Parking for Boats and RV units is available in the day use parking lot (until 11pm). The recycling depot parking lot (24 hrs) or at the main marina (\$7/day).
- 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.
- g. 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.
- h. Parks Canada wardens are investigating the use of immobilization devices (boots) vs towing to Prince Albert.

Discussion ensued.

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. A potential solution has been identified. PCA is exploring the feasibility of funding the project for 2017.

This topic was discussed under Business arising from the Minutes

9. Health Inspections

PCA and the Waskesiu Community Council have indicated a desire for annual health inspections to be done at all restaurants, grocery stores, other food service providers and commercial hot tub installations.

- a. Inspections have been completed.
- b. No critical deficiencies were identified. Inspector very satisfied overall with Waskesiu businesses.

10. 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.

Doors are now left unlocked because there are staff houses with no bathroom facilities.

11. 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. Several obvious possible entry points have been identified, and work orders submitted to asset management to repair these areas. It is yet to be determined if PCA staff can complete these repairs, or if a contractor is required, due to the nature of the work.
- d. Ultrasonic bat repellent devices have been ordered by PCA as these have proven effective in other historic sites across the agency.
- e. Further work will be required to chink the smaller gaps in the logs. An appropriate material for this work has been identified and sourced. This is likely a service contract that will be administered by PCA.
- f. A PCA ecologist has installed monitoring equipment and collected scat samples to help identify the presence/absence of bats and species identification.

12. Budget Review

Discussion Ensued

Townsite may be changing their lighting to LED which will be SaskPower's cost to change over.

Dog Park – part of the Vegetation Strategy Plan which will be covered in a mid-October meeting with Norm Stolle.

A motion was made to adopt the revised Townsite Budget.

Janice MacKinnon/Bryan Matheson

Carried unanimously

Council Request: On future Townsite Reports, could the new information added be highlighted so it stands out and is easy to read.