

WASKESIU COMMUNITY COUNCIL PUBLIC MEETING MINUTES



DATE: Friday, October 12, 2018
TIME: 9:00 a.m. – 2:00 p.m.
LOCATION: Hawood Inn, Waskesiu

COUNCIL MEMBERS ATTENDING: Jim Kerby, Nancy Wood Archer, Bryan Matheson, Rob Phillips, Bentley Crozier, Jennifer Wood*, Darryl Fox* (*Attending by phone)

ALSO ATTENDING: From PCA - Field Superintendent David Britton, Acting Townsite Manager Scott Nesbitt, Kurt Smith

- 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.
Rob Phillips/Bentley Crozier **Carried Unanimously**
- 3. Adoption of Agenda for the Public Meeting** **Jim Kerby** **10:00 a.m.**
Motion to adopt the Agenda as amended for the Public Meeting
Rob Phillips/Nancy Wood Archer **Carried Unanimously**
- 4. PANP Potable Water System - Annual Report**
Kurt Smith from Parks Canada attended the meeting and provided an overview of the type of water and wastewater treatment facilities for the Waskesiu townsite and the training of the Parks Canada staff tasked with operating them. He also provided an overview of the types of testing that the potable water was subjected to on a regular basis and reviewed the 2017 Potable Water System Annual Report with the Council. It was also decided that Council would post the 2017 Potable Water System Annual Report on the home page of waskesiu.org
ACTION ITEM: WCC Administrator to post the "Potable Water System Annual Report for Calendar Year 2017" to Waskesiu.org and to add the delivery of the "Potable Water System Annual Report" as a Standing Action Item each year (for delivery by PCA in the March/April time period).
ACTION ITEM: Council suggested PCA and WSRA consider adding the installation of back-flow valves as a potential recommendation to amend the Waskesiu Cabin Guidelines.
- 5. Frozen Water Lines in the Cabin Area**
Kurt Smith updated Council regarding the challenges relating to this issue. A lengthy discussion then ensued. PCA elected to keep the water turned on to the cabin area until after the Thanksgiving weekend. Due to the unseasonably cold nights preceding the Thanksgiving weekend, valves on dozens of cabins broke causing hours of work for PCA staff replacing them.
PCA reminded Council the water boxes are insulated and need to be closed once cabin owners have blown out their water lines for the season. This helps immensely in preventing valves to break.

ACTION ITEM: PCA to add Water and Sewer Infrastructure to their long term strategic planning and we will discuss in December.

6. Adoption of Meeting Minutes of August 31, 2018

Motion to adopt the Meeting Minutes of August 31, 2018 as circulated.

Bryan Matheson/Nancy Wood Archer

Carried Unanimously

7. Business arising from the Minutes

i. Status updates on the following:

- **Major Townsite developments** - This item was covered under the Townsite Report.

- **SaskTel townsite High-speed Internet Project**

Councilor Phillips reported the project was very successful. The only complaints were that the installation was in some cases later than expected. Some users are having trouble connecting and are finding there are not enough SaskTel technicians available.

There is a minimum 4 month per year sign-up, and a 6 month disconnect.

SaskTel is looking at installing free Wi-Fi that will be available outdoors to visitors in Waskesiu.

PCA is aware of this and has no issues other than confirming where SaskTel would locate the boxes/equipment for this – i.e. will this be done on public lands or leasehold land.

Councilor Wood Archer reported that the Waskesiu Chamber is looking into installing Wi-Fi in the Community Hall and Terrace Garden Hall.

PCA's access and hookup to high speed is not complete but is moving along.

- **Parking plans/strategy for the cabin area**

A meeting will be held in the new year with Gregg Rutten. The Waskesiu Marina operator has some ideas he would like to bring forward to a meeting with Rob Phillips and Gregg Rutten.

Councilor Matheson suggested the undeveloped space adjacent to Ajawaan Street as an area for parking.

- **Use of Marijuana/Implications**

PCA's policy will be no public use of marijuana, only on a lease hold or campsite, not in common areas of campgrounds. This follows the Provincial position in Saskatchewan, and is similar to the laws relating to smoking (and, in fact, most similar to laws governing alcohol consumption) which is prohibited in public areas. When there is a liquor ban there will also be a cannabis ban. There will be no legal cannabis sales outlets in the Waskesiu townsite.

- **Aquatic Invasive Species** (and preventative measures PANP has in place)

PCA still ongoing work and at a future meeting will present their aquatic strategy.

Council commented that the Waskesiu Chamber members are concerned that signage is very much needed.

ii. Review of outstanding Action Items – a review of Action Items and their status was undertaken by Council, and the Action Items were updated by the Administrator accordingly.

8. Correspondence

- **Correspondence from the Waskesiu Foundation Inc. (WFI) to Parks Canada Agency** - regarding PCA's Vegetation Management Strategy (Foundation letter of September 21, 2018)

WFI shows strong support for the Park's draft Vegetation Management Plan and would be prepared to partner, including with some funding, to create a Model Urban Forest in the townsite.

PCA has received the correspondence and is considering and will, in time, be responding to it.

- **Waskesiu Fire Chief Correspondence** - August and September Monthly Reports and the Fire Dept. Report to Parks Canada Agency.

This item was dealt with under “New Business”.

- **Letter of Support from Elk Ridge Resort for a Waskesiu to Elk Ridge Trail**

This subject will be added to Strategic Planning Session agenda in December.

Councilor Wood Archer reported that the Waskesiu Ski Club supports the Elk Ridge/Waskesiu trail plan.

It was noted that a ski hill/trail at Height of Land location had been suggested in the past.

Council asked about changing the rules on snowmobiles in the Park.

PCA replied that the use of snowmobiles is prohibited under Regulations unless authorised by the Superintendent for specific circumstances.

PCA advised that Daniel Watson is no longer the CEO of PCA, and that there is an acting CEO currently in the position until a new CEO is found.

9. Townsite Report

Scott Nesbitt

- See Appendix I attached to this document.

Additional commentary in relation to some of the items identified in the Townsite Report is set forth below:

Service Standards for Third Party Events

Council recommends PCA ask for damage deposit on event supplies.

Recreation Area Renewal

Meeting with WRA to discuss options for remediation of contaminated material below the lawn bowling green was held on October 11 to discuss the issues for remediation. Only 2 options are available for low risk containment:

Option 1 – is the removal of several hundred yards of material and filling in – cost is estimated at \$125,000.

Option 2 – is to cap the area. The risk is minimal of leaching, and doing so looks like the best option.

PCA has agreed to help WRA with the process and to cover the cost of site remediation/capping so it is ready for use by the WRA to build a sport court and an adjacent lawn bowling area.

10. New Business

- **Ratification of Committee Terms of Reference** – this item was moved to Agenda for the next meeting of Council (in November)

ACTION ITEM: Administrator to re-send copy of the draft Committee Terms of Reference before the next meeting. Chairs of each Committee are to review and finalize the Terms of Reference with their Committee members, and come back to the next meeting ready to recommend formal adoption of the Terms of Reference by Council

- **Potential WCC membership in the Waskesiu and Area Wilderness Region DMO**

This item has been deferred to next meeting of Council (and, among other things, it will be determined if this fits into Council’s mandate).

- **Waskesiu’s Model Urban Forest – Waskesiu Foundation Proposal**

PCA suggested it would be best to have this conversation with Norm Stolle. This could happen if Norm is going to be attending the Strategic Planning Session in December, and a meeting of the relevant PCA team in charge of the Vegetation Management Plan will likely be held in November

- **Joint Submission from Community Council, Waskesiu Chamber and WSRA - National Permit Process Consultation** (Daniel Mercer project)

Members of the Community Planning & Development Committee of Council have been working on the draft submission along with representatives from the WSRA (Herb Pinder, Chair, Rob Phillips, President) and from the Waskesiu Chamber (Gord Bueckert, Vice President), and now all council members will be given a copy. (A copy was made available by the Chair electronically). The draft is not complete yet and, in particular, there is more work needed to address the section called “Waskesiu specific Issues – Commercial Areas”.

- **Waskesiu Fire Chief's 2018 Report to PCA**

PCA will address the Fire Chief’s list of priority items as best they can.

Council answered that, in the past, there have been fundraising events to help the Volunteer Fire Dept. raise funds for some smaller equipment requests. There may be a possibility for support from the community and Waskesiu Foundation to help fund smaller items.

Discussion ensued.

ACTION ITEM: PCA to follow up with Council and will provide their reaction regarding the 2018 Fire Chief Report and its recommendations.

- **Receipt of Financial Statements from (i) the Waskesiu Foundation (for discussion, information and approval) and (ii) the Waskesiu Chamber of Commerce (for information).** The Chair advised that the Waskesiu Foundation audited financial statements had not been received as of today. Delay is due to the time it is taking to complete a re-statement of their financials as a result of changes in GST rules that will allow the Foundation to recover 50% of GST paid (going back 4 years) as opposed to the historical 0% available to them as a non-profit/charity. The restated financial statements, including the audited statements from the most recent fiscal year, should be received from the Treasurer of the Foundation later this month and, when they are received by the Chair the same will be shared with Council. A resolution will be required on behalf of Council, as the sole member of the Foundation, to approve the audited statements when they do arrive.

A motion was made to authorize the Council Chair to execute and deliver a member's resolution, for and on behalf of Council, approving the Waskesiu Foundation's most recent audited Financial Statements, provided that the Chair is satisfied with the form and content of such Financial Statements.

Bryan Matheson/Jennifer Wood

Carried Unanimously

Question from Council Chair in relation to the Waskesiu Chamber of Commerce Financial Statements: It was noted that in 2017 versus 2016 hall rental income in relation to the Community Hall showed a significant drop in revenue and that rental from equipment costs also increased by a similar, but not identical amount. Had there really been a decrease in the rental of (and revenue from) the Waskesiu Community Hall? Councilor Wood Archer said they were originally shown as a lump sum and now are broken out, so that may be part of the explanation.

No further discussion occurred.

- **Increase in fees for the Staff Trailer Park** (implemented this year with no consultation)

PCA explained that the decision to change the billing on a 7/12ths basis was to reflect and align with the occupancy of other leasehold locations (particularly cabins and cottages) in the Park. This decision was made in 2010, but was not implemented in the billing until this year. David Britton, on behalf of PCA, acknowledged that a better job should have been done communicating this change to occupants and the park will endeavor to do better in this regard in the future.

ACTION ITEM: PCA to arrange a meeting with a Chamber representatives to discuss future allocation of commercial staff housing including principles for allocation and rates.

Discussion ensued.

- **Discussion about the garbage mess in downtown Waskesiu** (beside the roll-off bin)

This matter has been elevated to the law enforcement branch of Waskesiu.

Discussion ensued how to reach a wider audience with a clearer message to residents and contractors regarding garbage restrictions in the roll-off bin and cabin area garbage bins. It was suggested that PCA send out a communication in the spring through both the WSRA and the Chamber.

Councilor Phillips asked if the Waskesiu Seasonal Residents Association could pay for and put up security cameras in the area of the roll-off bin.

Discussion ensued.

Councilor Crozier commented that we need a spot for disposal of appliances, metals, etc.; a way to make it easy for residents to dispose of these items and improve the recycling in Waskesiu.

11. Committee Reports

Budget/Finance Committee – Darryl Fox, Chair

-No report

ACTION ITEM: PCA to communicate with Councilor Darryl Fox on the balance of their townsite budget.

Business Relations Committee – Darryl Fox, Chair

-Concerns of the Waskesiu Chamber membership:

Invasive Species – signage is very important coming into the townsite, in the townsite and at the Marina boat launches.

SSTP – Chamber would like PCA to speak to the process of rate increases in rent for the SSTP.

This item was discussed under “New Business”.

Elk Street – please clarify: pad rent/leases on Elk Street are not specific to business and Park employees.

Elk Street – Is PCA continuing to allow SSTP trailers to remain on Elk Street?

Concerns of available accommodation - rental units and campground spots.

Leases – 21-year leases – are businesses getting customized leases based on how long their financing is?

Deck on back of Pete’s Terrace Restaurant - Chamber has had multiple complaints of the noise on the back, upper deck on Pete’s Terrace Restaurant. Chamber requested that PCA please deal with this issue before next spring.

Community Planning & Development Committee – Jim Kerby, Chair

-The Committee is working to advance the joint submission on behalf of Council, the WSRA, and the Chamber in response to the consultation phase of the Daniel Mercer/PCA Project (National Permitting Process).

Communications & Community Relations Committee – Rob Phillips, Chair

-The committee is currently consolidating all WSRA emails using proper processes and procedures to make it easier for WCC to use the email list.

-Part I of the Waskesiu Community Communications Plan was approved by Council at the end of the last term of the prior Council, and a copy will be sent by the Chair to Council for use by the C&CR Committee.

-Part II of the Communications Plan was only an early draft at best, and Council Chair will find out where that was left by contacting Brent Hamel (former Chair of the Committee and Carla Flaman) and will send any information about Part II of the Communication Plan to the Committee.

ACTION ITEM: Council Chair to send the approved Waskesiu Community Communications Plan Part 1, together with any available information regarding the initial draft of Part II of the Communications Plan, to the Chair of the Communications & Community Relations Committee (for distribution to its members and review).

Essential Services – Policing and Fire – Nancy Wood Archer, Chair

-Essential Services: Committee Chair announced the new staff Sargent is Rene Giroux and that she will have an RCMP report coming with updated member roll-call for the next Council meeting.

-Fire Services: – There are concerns with who / how the recommendation regarding fire department upgrades are to be paid for.

Another big concern is how is the Fire Department is going to recruit volunteers in the off season? Perhaps offering a pay increase would help.

Vegetation Management – Bryan Matheson, Chair

No report

12. Other Business (if any)

- Civic Addresses GPS

Councilor Crozier reported that GPS addresses for some Waskesiu businesses, including his own, don't seem to match with actual street and/or businesses licence of occupation addresses.

Discussion ensued and the matter will be addressed, initially, through discussions between Councilor Phillips and Councilor Crozier. This matter will come back to Council if the issue isn't resolved to their satisfaction.

13. Next Meeting Dates: Friday, November 23rd – Hawood Inn

Friday, December 14 - Strategic Planning Session for WCC – Hawood Inn

14. Adjournment

2:00 pm

Bryan Matheson