

WASKESIU COMMUNITY COUNCIL PUBLIC MEETING MINUTES



DATE: Friday, April 27, 2018
TIME: 9:00 a.m. – 2:00 p.m.
LOCATION: Hawood Inn

ATTENDING: Jim Kerby, Nancy Wood Archer, Randy Kershaw, Jennifer Wood*, Bryan Matheson*
PCA - Field Superintendent David Britton, Townsite Manager Gregg Rutten
*Attended meeting by telephone

REGRETS: Brent Hamel, Janice MacKinnon

1. **Call to Order** **Jim Kerby** **9:01 a.m.**
2. **In-camera session**
Motion to move the meeting 'In-camera'
Randy Kershaw/Nancy Wood Archer **Carried Unanimously**
Motion to move back to the Public Meeting
Jennifer Wood/Bryan Matheson **Carried Unanimously**
3. **Adoption of Agenda for the Public Meeting** **Jim Kerby** **10:00 a.m.**
Motion to Adopt the Agenda as circulated
Jennifer Wood/Randy Kershaw **Carried Unanimously**
4. **Adoption of March 23rd, 2018 Meeting Minutes**
Motion to Adopt the March 23rd, 2018 Meeting Minutes as circulated
Nancy Wood Archer/Randy Kershaw **Carried Unanimously**
5. **Business arising from the Minutes:**
 - Status updates on the following:
 - Kapasawin Development
PCA reported that the contractor is working on the access road and is making good progress. They are also working with SaskPower for any power upgrades needed to be done.
 - SaskTel Townsite High-speed Internet Project
PCA has approved the Environmental Impact Assessment and signed the Building Permit. All the PCA permitting requirements have now been met for SaskTel to proceed with the project.
Councilor Jennifer Wood asked if the permit covers installation from one end of the town to the other and will PCA allow SaskTel to upgrade any existing SaskTel cabinets if needed?
PCA replied that the permit covers the work currently proposed by SaskTel which involves trenching and directional drilling along Waskesiu Driver from Tamarack to the Main Beach Area and installation of two new cabinets (on Tamarack and adjacent to the Visitor Centre). In future if SaskTel wished to make improvements in other areas such as Prospect Point, if it was a matter of changing components in existing infrastructure a building permit would likely not be required. If the work involved new infrastructure, a building permit would need to be issued. In most cases this would be a straightforward

permitting exercise.

- Review of outstanding Action Items

6. Meet and Greet with New Fire Chief – Les Karpluk

10:30 a.m.

Fire Chief Karpluk gave Council a brief overview of his work history for 32 years with the Prince Albert Fire Department and his goals and aspirations for the Waskesiu Fire Department under his command:

- Retired in 2014, Chief Karpluk has been travelling and speaking about leadership across Canada and the U.S.
- Still has speaking commitments and will be slowing down on them to focus on the Waskesiu Fire Chief's role.
- He is currently teaching at 3 post-secondary institutions; Dalhousie University, Lakeland College (Vermilion, AB) and the Justice Institute of British Columbia.
- He commented that the former Waskesiu Fire Chief did a great job updating equipment and he will now be able to work on other things like standard operating procedures, rules and regulations, and policy.
- He is currently taking inventory at the fire hall.
- Staffing level is a concern. The staffing at the Waskesiu F.D. is a unique model because there are few members during the winter months but with numerous members returning in the summer months.
- He plans to talk to the Townsite Manager Gregg Rutten to make arrangements to have use of the training suite this summer.
- The contract with Parks Canada stipulates a defensive fire department. He has experience consulting regarding this and is familiar with the British Columbia "Playbook" and the F.F. standards in the Yukon. He modified content from both and created a training model. It will now take months of work to finalize and complete the training program.

Council asked the Fire Chief if he was in favor of continuing to participate in community events by holding fundraising BBQ's as done by the previous Fire Chief.

Chief Karpluk responded that he was very much in favor of continuing with whatever programs are in place.

7. Townsite Report

Gregg Rutten

- 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:

- Waskesiu Lakeside Music Festival – additional commentary

Discussion ensued regarding alternative ways of delivering this event without such a significant amount of PCA staff time having to be dedicated to it.

ACTION ITEM: PCA to set up a meeting sometime this summer to discuss details.

- Development Proposal from Lakeview Hotel – additional commentary

A 'For Sale' sign has been placed on the vacant lot.

- 4 Way Stop Flooding – additional commentary

Councilor Kershaw commented on the continual, annual flooding of Lakeview Drive in front of the Waskesiu Trading Company and onto the former Angry Taco site, and he asked what is going to be done to help prevent it from happening every year.

PCA replied that every year is different and this year they plan to steam the storm sewer causing the problem and will have staff manning pumps to drain the standing water over the weekend.

- Spruce Ridge (SSTP) Washroom Buildings – additional commentary

Discussion ensued regarding correspondence received by PCA and the WCC from seasonal residents regarding access to only the SSTP wheelchair accessible washroom this spring (the middle unit).

Council requests that PCA provide access to seasonal residents to all of the SSTP washrooms, not just the wheelchair accessible washroom unit, from April 1st until the water is turned on in the community and from

the date the water is turned off in the fall until October 31st. Also, if the outside water tap at the Visitor Centre is not available, Council requests that PCA install a tap inside the SSTP washroom building for use during the shoulder seasons when water in the townsite is shut off.

Council also requested keys for the washrooms be given to all staff living in the SSTP. Gregg Rutten to provide Councilor Nancy Wood Archer with details on how staff are to get the keys.

ACTION ITEM: Townsite Manager to confirm arrangements to provide keys to the staff washrooms for all SSTP residents.

ACTION ITEM: Townsite Manager to also confirm whether WCC request for general public access to the SSTP washrooms (at any time from April 1 to October 31 when townsite water in the cabin/cottage area is shut off) will be granted.

ACTION ITEM: Townsite Manager to follow up with both families who wrote the letters of concern regarding washroom access (seasonal staff trailer park)

ACTION ITEM: Townsite Manager to look into the problem with the tap at the Visitor Centre plus to look into having an additional tap installed in the new SSTP building.

- Service Standards for Third Party Events – additional commentary

ACTION ITEM: Townsite Manager to forward updated Service Standards for Third Party Events permits to all the different groups involved with events in Waskesiu.

8. Correspondence

- Email from Affinity Insurance regarding 2018/2019 joint WRA, WCC, and WFI Insurance Policy and related invoice.

- Council Administrator paid the joint policy invoice and has invoiced WRA and WFI for their portion of the policy cost.

- Council Chair commented that the Waskesiu Chamber of Commerce, as a member of the Waskesiu Recreation Association, might qualify to be covered under this joint policy. He offered to pursue this if requested by the Chamber.

- Emails from SaskTel (project update, subscriber updates; advertising request)

- Council Chair received high speed internet installation project and subscriber update information from SaskTel.

- Council Administrator received a request for the cost to place advertisements on waskesiu.org to announce the installation of the high-speed internet service in Waskesiu this summer. They will start to place ads hopefully by May 22nd as well as on the Electronic Message Board.

- Correspondence from seasonal residents regarding washroom access (seasonal staff trailer park)

- This item was covered under the Townsite Report

9. New Business

- Seasonal staff trailer park access issue

- Councilor Nancy Wood Archer had a very successful meeting with PCA to review staff housing. All requests for housing were filled. If there are extras some Chamber members will get a second spot as requested.

- There is a possibility of 3 or 4 new sites where the old staff washroom building was located.

- Discussion ensued around the Elk Street lots.

- Waskesiu.org website (update regarding recent contact from PCA and related meeting with WCC Administrator).
- Council Administrator met with PCA and reviewed ways to keep waskesiu.org information, pertaining to Parks Canada, the most up-to-date as possible. These updates are scheduled to be finalized by the week of May 18th.

- Review and discuss PCA's Waskesiu/PANP potential capital projects
- David Britton provided an overview of Parks Canada's capital plans, including both funded projects that were currently (or would shortly be) underway, as well as a list of unfunded projects that had been identified for future consideration. Funded projects that were of specific interest to the Waskesiu townsite included replacement of the beach house washrooms, replacement of a portion of the wastewater force main, replacement of water and wastewater system controls, replacement of the townsite fish cleaning building and an assessment of the condition of the water tower.

The unfunded category included a range items such as rehabilitation of park roads, water and wastewater infrastructure, infrastructure that supports visitor experience (e.g. campgrounds, gates, etc.), Parks Canada operational facilities (e.g. Visitor Centre, Operational Compound) and infrastructure currently operated by third parties. He noted that the annual capital budget for the Northern Prairies Field Unit was approximately \$800K to \$1M, but was shared between Prince Albert National Park and Elk Island National Park. The Prince Albert National Park management team would be prioritizing these unfunded projects for future investment based on a number of criteria including condition of the assets, and contribution to visitor safety, operational health and safety, operational continuity and visitor experience.

Many of the projects listed on the unfunded list were much larger than the park's capital budget can accommodate and would not be feasible to be completed unless supplementary funding was available nationally from Parks Canada. He noted that many of the currently funded projects were being paid for from a large envelope of national funding, but that program would conclude in the 2019-2020 fiscal year. Until a future centralized source of funding was identified for these larger projects., Prince Albert National Park would focus on preliminary assessment and design work to bring these large projects to a state of readiness to be able to effectively compete for capital funding within Parks Canada.

- Review and discuss draft Waskesiu main beach area vision/conceptual plan
- Discussion ensued and both the Lakefront Concept Completed Projects and the Upcoming/Potential Projects maps were reviewed and updated.

ACTION ITEM: Updated maps to be prepared by PCA and presented to Council for the June meeting.

10. Committee Reports

Business Relations – Nancy Wood Archer

- Fish Tales Gallery has a new tenant, Jennifer Wilcox from Saskatoon. Her store will be selling home décor.
- Soul Sisters Spa has closed its doors.
- After 30 years in business, At the Beach has closed its doors. The building has been sold to “All in the Wild” Gallery.
- There are now four vacant commercial spots in the townsite: Currently those include the “All in the Wild” Gallery space which will be vacated when they move to their new home, “Soul Sisters” Spa, the former Canada Post office building, and the recently demolished (in 2017) “Angry Taco” restaurant site.

Community Planning & Development – Jim Kerby/Randy Kershaw

- Councilor Jennifer Wood was invited by Council Chair to join the committee.
 - Councilor Randy Kershaw will be leaving the committee when he retires from Council this year.
- A motion was made to add Jennifer Wood to the Community Planning & Development Committee.

Nancy Wood Archer/Randy Kershaw **Carried Unanimously**

Essential Services – Policing and Fire – Randy Kershaw

ACTION ITEM: Councilor Kershaw is to invite the new Fire Chief Les Karpluk to provide a monthly report to Council (similar to the reports from the previous Fire Chief).

Vegetation Management – Bryan Matheson

There is nothing new to report.

David Britton informed Council that Norm Stolle or Dustin Guedo, PCA Vegetation ecologists, would be attending the May 27 Council meeting to present the new Vegetation Management Plan.

The Waskesiu Foundation – Jim Kerby

- The Foundation is funding 100% of the new outdoor fitness park to be named the “Gordie Howe Memorial Fitness Park”. The plan is to have it in place by July 1st. The site prep of the fitness park will be provided by the workers on the Mini-golf site prep.
- The Mini-golf project is well under way. A WRA donor kiosk and a replica of the bridge on the 2nd hole of the Waskesiu Golf Course have been built by Dave Archer. The starter shack has been styled around Grey Owl’s cabin – a local log home builder has donated all the logs for the exterior.
- The format for the Annual Donor Recognition and Fundraising Dinner has been changed this year in hopes of drawing a younger crowd. This year’s theme is “A Sipping Social”.
- A treasure hunt event is currently in the planning stages which will be geared to children and families.

The Waskesiu Recreation Association – Brent Hamel

Council Chair reported that Federal Grants were received for four students this year for the WRA, which was excellent news for the organization.

11. Next Meeting Date(s) – May 25, June 22, AGM – July 29

12. Adjournment

Nancy Wood Archer

1:34 p.m.

Carried Unanimously

APPENDIX I
Waskesiu Community Council Meeting Report
April 27, 2018
Prepared by: Gregg Rutten, Townsite Manager
Meeting Location: Hawood Inn, Waskesiu

*Please note – new information is highlighted in **bold**.

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 \$240,000 that will be charged to issue a new commercial lease for the property.

- a. RFP is advertised as of March 12, 2018.
- b. 7 RFP packages have been distributed to date
- c. Bidding closes April 30, 2018. Mandatory site visit for bidders is March 21, 2018.
- d. 4 bidders attended the mandatory site visit.
- e. **One potential bidder has indicated they will not be submitting a bid.**
- f. **No bids received as of date of report**

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 4th annual Waskesiu Lakeside Music Festival is scheduled for **August 24-26, 2018.**

- 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.
- f. Budget for 2018 festival is confirmed at \$40K
- g. This is year 4 of a 3-4 year pilot project to ascertain the interest in a festival at this time of year in Waskesiu.
- h. Cost in terms of G & S and PCA staff time are high compared to other events. We are interested in exploring alternative ways of delivering this event, and would like to discuss this with the WCC.
- i. 4 bands booked at time of report (The Steadies, The Wolfe, Bombargo, and headliner – The Northern Pikes)
- j. **Riding Mountain Concert – budget is \$30-40K. Event is a concert (2 bands) vs an all day festival. No vendors, beer garden, interpretation, children’s activities, etc.**

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. Divers completed an assessment of the breakwater and paddle wheeler dock in 2017. Results indicated that the breakwater is in good condition and

requires minimal recapitalization. The paddle wheeler dock is at the end of its useful life.

- c. A draft conceptual map of main beach area was discussed at the January WCC meeting.
- d. Parks Canada will provide an updated map based on that discussion at the April meeting of council.
- e. **Revised maps have been provided to Council.**

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 continues to work with the leaseholder on details of current operations and plans for future development.
- d. **No update at time of report**

5. 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. 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.
- b. PCA asset staff installed 4 signs (“30 minute parking”) around the fish shack on Lakeview Drive. Remaining signs to be installed in 2-3 vehicle stalls in front of Waskesiu Trading Company in spring.
- c. Townsite manager will meet with representatives of the WSRA to determine next steps regarding a parking strategy for the cabin and cottage subdivisions.
- d. **No update at time of report**

6. 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. Funding of \$650K has been obtained to address this problem.
- b. Engineers have recommended a force main system inside existing storm sewer with a heated catch basin and service building located at the 4 way intersection as well as improvements to the outfall at Waskesiu Lake.
- c. Detailed design underway, construction anticipated in the fall.
- d. **No update at time of report**

7. 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. Removal of building will allow for construction of 3 seasonal RV sites for staff accommodation.
- b. PCA staff intends to complete construction of 3 RV sites in spring 2018.
- c. **PCA considering opening the building for seasonal resident use on April 1 of any given year until water service is provided to cabin/cottage areas.**

8. 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 complete for this contract work.
- g. Statement of work currently under review by PCA heritage buildings review office. Once approved, will be contracted out of the PCA service centre in Calgary. PANP will provide a list of potential local bidders.
- h. Expect to issue contract for completion of work prior to June 1, 2018.
- i. **PCA continues to work with Calgary contracting Site visit for bidders April 30, tender closes May 4.**

9. 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. The expiry date of the contribution agreement has been extended to March 31, 2019.
- d. **Currently working with PCA finance to advance funds for the first quarter 2018/19.**

10. Service Standards for third party events

Annually, Parks Canada is requested to provide assistance for several third party events held in Prince Albert National Park. In order to more efficiently manage these requests and to be consistent in the assistance that PCA provides to various proponents, Parks staff met to develop service standards and protocols for both PCA staff and proponents to follow when setting up for events.

- a. Currently developing a form to outline the services and protocols. This form will be attached to the special event application and must be returned with application if third party has requirements. Services that PANP will provide include:

- i. Interpretation services including Parka mascot – subject to staff availability.
 - ii. Basic promotions of the event – include event listing on park website and social channels (eg. twitter).
 - iii. Elk hazing – as required and often determined by seasonality of the event. Carried out by Duty Officer.
 - iv. Event supplies such as picnic tables, garbage cans, barricades and directional signage is available to event organizers free of charge. PCA can assist with delivery if given advanced notice (eg. 3 days).
 - v. Funding has been allocated to purchase event equipment and construct a secure compound.
 - vi. PCA will update event application form to reflect this new process.
- b. Townsite staff currently updating the special event permit application to reflect this direction.**

11. SaskPower Streetlight conversion to LED

PANP has received an application from SaskTel to convert all streetlights in Waskesiu to LED technology vs. high pressure sodium bulbs.

- a. This should result in savings on annual electricity bill for streetlights.
- b. Streetlight fixtures are confirmed to be “dark sky compliant”.
- c. **Work expected to be completed by end of April 2018.**