

WASKESIU COMMUNITY COUNCIL MEETING MINUTES

Council Meeting: Monday, March 6th, 2017
- **10:00 a.m. - Council only (In Camera)**
- **11:00 a.m. – Public Meeting (including Parks Canada Agency)**

Location: Hawood Inn, Waskesiu Lake, SK

Attending: Jim Kerby, Nancy Wood Archer, Brent Hamel*, Randy Kershaw*,
Bryan Matheson, Janice MacKinnon, Field Superintendent David Britton,
Townsite Manager Gregg Rutten - PCA
(*attending by phone)

Agenda Topics:

1. Call to Order Jim Kerby **10:03 a.m.**
2. In-camera session
Motion to move 'In Camera'
Bryan Matheson/Nancy Wood Archer **Carried Unanimously**
Motion to move back to the Public Meeting
Randy Kershaw/Nancy Wood Archer **Carried Unanimously**
3. Adoption of Agenda for Public Meeting Jim Kerby **11:00 a.m.**
Motion to adopt the Agenda for Public Meeting, as amended
Bryan Matheson/Randy Kershaw **Carried Unanimously**
4. Approval of November 14, 2016 Meeting Minutes Jim Kerby
Bryan Matheson/Randy Kershaw **Carried Unanimously**
5. Business arising from the Minutes
- Liquor Store - status update
This topic is covered in the Townsite Report
- Lakeview Hotel Development – status update
This topic is covered in the Townsite Report
- Kapasawin Development – status update
The Superintendent brought Council up to date on the progress of the development.
Discussion ensued.
- Marina Construction – status update
This topic is covered in the Townsite Report
- iNET 2000 – status update
This topic is covered in the Townsite Report
- Lakeside Festival – status update
This topic is covered in the Townsite Report
6. Correspondence
Email requesting Council discuss with Parks Canada Agency the proposed changes to the draft Land Use Directive originally submitted by Council to Parks Canada Agency in 2010.
Email from SaskTel presenting a High Speed Internet Offer to the Waskesiu Townsite
7. Townsite Report – Gregg Rutten
Post Office Building
PCA wishes to release the former post office building for use as a commercial operation prior to the end of the 2016 operational season. 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 42 year commercial lease for the property.

- PCA will re-evaluate the bid parameters and a new tender process will be initiated in April of 2017.

- No further update for this report.

iNet 2000 tower

iNet 2000 has requested PCA to allow them to place an antenna and other related equipment on and in the vicinity of the old Bluebell fire tower location. The intent of this installation is to improve speed and capacity for internet service in Waskesiu. PCA has issued a Licence of Occupation and a building permit to iNet2000 to complete this work in 2016.

- Work on upgrades went well over the summer. Bulk of upgrades are complete.

- This was not just an upgrade to the Bluebell tower. There were 9 towers between Prince Albert and Waskesiu that required upgrades to equipment, software and power supplies.

- All of this work is completed.

- Antennas need to be installed somewhere in Waskesiu townsite to complete the project.

- The original intent was the main beach house washroom building as an antenna location.

- With demolition/construction planned for this building in fall of 2017, a new location for the antennas is required.

- No update for this report.

ACTION ITEM: Gregg to phone Todd at iNet to get an update for next Council meeting.

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 planning committee meeting will be scheduled in March.

- Intent of the first meeting is to debrief the 2016 event and to form a working group dedicated to selecting musical acts for 2017.

- No further update for this report.

Chamber of Commerce/Recreation Association Licences of Occupation

The recent re-organization of the Waskesiu Chamber of Commerce (WCC) into two separate groups requires PCA to terminate the current licence of occupation with the Waskesiu Chamber of Commerce and re-issue two licences of occupation. One to the Chamber of Commerce and one to the newly formed Waskesiu Recreation Association (WRA). The new licences will reflect the facilities and grounds that each group will be using for their operations.

- Draft list of maintenance/repair responsibilities has been created. Waiting for input from PCA asset management prior to sharing with the WRA and WCC.

- PCA does have the ability to charge back for work performed on the facilities. This will depend on the availability of staff and the scope of work required, as well as the timing of the work.

High season vs. low season.

- Once the maintenance responsibilities document has been finalised, the licences of occupation will be sent to the WRA and WCC for signature.

- A draft of the maintenance responsibilities is included with this report.

Discussion ensued.

Camp Kitchen Projects at Point View and Narrows Day Use Areas

PCA and the Waskesiu Foundation Inc. have signed partnering agreements to upgrade the camp kitchen facilities at the Point View and Narrows day use areas. Prior to starting construction, a cultural impact analysis was required at each site to ensure no cultural or archaeological resources would be impacted.

- The intent is to construct the camp kitchens in a modular fashion in Prince Albert and assemble the components on site at each location.
- Both camp kitchens are substantially complete.
- Both kitchens require one coat of stain in spring of 2017 (Nagy Construction to complete).
- The ceilings of both camp kitchens require stain in spring 2017 (Nagy Construction to complete).
- Point View Stone fireplace requires maintenance/repair in spring 2017 (Nagy Construction to coordinate).

Waskesiu Townsite Dock and Breakwater

- Renewal of these structures is included in the vision 2020 document as part of the main beach renewal plan.
- PCA would like input from Council and the community as to the scope of this work.
 - Refresh existing structures.
 - Possibly remove dock if not required.
 - Upgrades to existing dock and breakwater – if so, what would the community like to see?
 - The Community Council has indicated their desire to see a graphic map/site plan of the area.
 - Council has also indicated that the breakwater design used in Riding Mountain National Park is a design they would like to explore further.

ACTION ITEM: Council plans to revisit with the Stakeholders sometime between May and July so hopefully Parks Canada can have a draft of a map/site plan to present.

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.

- The proposed development includes five commercial accommodation units, one staff accommodation unit and a main floor office/retail space fronting Lakeview Drive.
- Council has voiced a concern over the potential loss of availability of hotel type accommodation in Waskesiu.
- PCA will meet with the proponents to discuss concerns regarding the size of the proposed units and our concerns that the units are not consistent with use of the property as a “hotel”

Drainage Swale Construction in Cabin Area

- 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.
- TLS landscaping plans to complete this work during the spring of 2017.

Proposed Renovations to Waskesiu Community Hall

PCA has received a proposal from the Waskesiu Chamber of Commerce for renovations to the Community Hall including a patio on the front and side of the building and a covered barbeque area at the rear of the building.

- PCA has engaged the services of national office cultural resource specialists and conservation architects to review the conceptual plans submitted for review.
- A review of the conceptual plan has been completed.
- The proponents have been informed by letter of the findings of the review.
- The scope of the project has been reduced to the construction of an in ground field stone patio in 2017.
- PCA will review the revised plans once received.

Chamber is waiting for revised plans and costs.

Licence of Occupation Maintenance Review

In many cases, it is not clear who is responsible for maintenance and repair work to buildings held under a licence of occupation. Parks Canada has conducted an internal review of all licence of occupation documents (including the Waskesiu Marina and Lobstick Golf Course) to determine what the licences state about maintenance.

- In most cases, the maintenance clauses are vague or do not provide specific enough detail to be valuable operationally.
- PCA is developing a document that can be attached to licences of occupation that will give specific direction to both the licensee and PCA regarding respective maintenance and repair responsibilities.
- Draft copies of the maintenance responsibilities for the various facilities have been included with this report.
- These drafts need to be reviewed and discussed with the Waskesiu Chamber of Commerce prior to being adopted.

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.

- The proposal has been reviewed by the NPFU management team and a response has been sent to the WCC with comments and specific requirements for the proposed sign.
- The location will be on the grounds of the Waskesiu Recreation Association licence of occupation.
- A new licence of occupation will be required for the electronic sign location.
- PCA continues to work through the approval process with the proponent.

Councillor Kershaw reported that the sign has been ordered and a deposit has been made.

ACTION ITEM: Randy Kershaw to re-send specifications to Gregg.

Waskesiu Liquor Store

In early 2016, the Government of Saskatchewan announced its intention to privatise 40 liquor stores in the Province. The Waskesiu Liquor store was one of the locations proposed for privatization. On November 23, 2016, PCA was informed that the Waskesiu liquor store was awarded to private operator. The contact person for the operator is Darryl Fox.

- Mr. Fox contacted the townsite manager on December 7, 2016 to obtain information on business licencing requirements and other requirements of operating a business in a national park.
- Mr. Fox stated that he has secured the location of the former SLGA liquor store.

- Mr. Fox indicates that he plans to open for business on April 1, 2017.

Infrastructure Updates

- Marina

- Removal of moorage docks and piles was completed prior to freeze up in December 2016.
- Ice thickness is continuing to be built up by construction crews.
- Old dock and pile materials have been removed from the Park.
- Pile installation started in mid-February 2017.
- The project is on schedule for completion by mid-May 2017.

- Sewer Force Main

- Crews are onsite installing the new force main line as of the writing of this report.
- Completion expected by mid-March 2017.

- Kingsmere River Bridge

- Installation of the new pedestrian bridge across the Kingsmere River is substantially complete as is work on the stairs and handrails.
- The contractor will return in the spring to finalise a small amount of work that cannot be completed until thaw (rip rap installation, re-vegetation).
- Work continues on the new stairs and handrails.
- Kingsmere boat launch and road upgrade is ongoing and hopefully there will be access sometime in the 2017 season, weather permitting.

- Highway 263

- All that remains is some grading of the shoulders and white lines to be added at the south gate.

- Trails

- Boundary Bog and the Waskesiu River trails will be upgraded this season.

- Beach House Washrooms

- The design for the new beach house washrooms is with the architect.

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.

- On street parking – the main issues here are congestion and public safety (particularly boats parked on main town streets).
- PCA proposes to ban the parking of boats on Waskesiu and Lakeview Drives (or a portion thereof). Signage and communication products will be developed. Boats parked on these streets will be towed at the owner's expense.
- PCA proposes that limited time parking signs (15 minute only) will be installed in front of the businesses across from the main beach on Lakeview Drive, at the visitor centre, and for two stalls in front of the fish cleaning building on Waskesiu Drive.
- Further work is required on a strategy for the cabin and cottage subdivisions in Waskesiu. Such strategy will be developed with input from the Waskesiu Seasonal Residents Association and the Waskesiu Community Council for implementation post 2017.

Council supports PCA's undertaking of the immediate parking issues above for 2017.

ACTION ITEM: Gregg (as lead) will work with Jim Kerby on the draft Parking Strategy.

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.

- PCA has commissioned engineers to study the problem.
- A potential solution has been identified, but will require funding to be allocated to the project, not likely before the 2018 season.
- As of February 3, 2017, PCA has closed Lakeview Drive past Tamarack Street (cabin area access) due to the water/ice buildup at the intersection.
- Traffic is required to access the townsite via Ajawaan Drive.

Fire Chief Contract

The fire chief position for the Waskesiu Volunteer Fire Department is staffed through a service contract. The standard length of term for this contract is three years.

- The service contract with the current fire chief expires on March 31, 2017.
- PCA will have a new fire chief contract in place prior to this date.

8. Presentation by Friends of the Park – 2017 Aboriginal Day/Film Festival. This presentation was cancelled by Friends of the Park and will likely be rescheduled.

9. New Business

- Set the date and choose/book the hall for the by-election to replace the Council position of retired Councillor George Wilson

ACTION ITEM: Council Administrator will provide PCA with information to distribute to the electoral base in Waskesiu, advising them of the by-election.

ACTION ITEM: Council need to determine where the polling station will be located.

A motion was made to set the date for a By Election to be held on Sunday, August 6, 2017.

Bryan Matheson/Janice MacKinnon

Carried Unanimously

- Set the date for the WCC's 2017 AGM

A motion was made to set the date for the 2017 AGM to be held on Sunday, August 13 at 1 p.m. at Terrace Gardens. At 12:30 p.m. the Waskesiu Volunteer Firefighters will be asked to hold a fundraiser BBQ prior to the AGM.

1:00 p.m. AGM to begin.

Bryan Matheson/Janice MacKinnon

Carried Unanimously

- Review of WCC as Lead/Partner Document – Community Action Plan (May 4th special meeting)
- WCC to confirm plans to follow up with key stakeholders tasked with leading Vision 2020 Action Plan items and obtain status updates

ACTION ITEMS: Jim to follow up with key stakeholders. Administrator to book meeting room for May 4th meetings.

- WCC/PCA to arrange and host a 2017 community stakeholders meeting regarding Vision 2020 & Beyond (as contemplated in the Community Action Plan)

Timing: An early June date is a possibility. Chair would like the location to be in Kingsmere Hall.

ACTION ITEM: Add to the May 4th Council Meeting Agenda: Discuss Community Action Plan with Parks Canada prior to the Stakeholders meeting plus do a quick review of all Action Items where Council is the lead and work with stakeholders to identify what the community should be focusing on.

- The Waskesiu Townsite Vision 2020 and Beyond Community Action Plan and the Community Action Plan PowerPoint presentation have been revised – updated versions are included with the meeting package.

- Townsite Four Way Stop Flooding Issue

This topic was covered in the Townsite Report .

- SaskTel High Speed Internet offer – PDF circulated with this meeting’s Agenda

Council chair sent a list of 11 questions to SaskTel relating to the high speed internet offer that SaskTel sent to Council and he will share answers with Council and with Parks Canada Agency.

- Purchase of advertising for waskesiu.org in the 2017 WWR Vacation Planner Publication

A motion was made to place a full page advertisement in the 2017 WWR Vacation Planner at a cost of not more than \$750.00.

Bryan Matheson/Randy Kershaw

Carried Unanimously

- Water issue in the ‘flower street’ area of the Waskesiu townsite

Action Item: Janice MacKinnon would like a report from Parks Canada at the next meeting of Council as to what the problem is. She also suggested Parks monitor the area as the ice thaws to try to determine the source of the water.

- 2017 Marina rates

Randy Kershaw shared concerns coming forward from boat owners. They are very concerned about the new marina rates for 2017. Many of them feel taxpayer’s money paid for the upgrades and that the marina operator has set the 2017 rates taking advantage of the upgrades that were made with federal funds. Waskesiu Marina rates have gone up 57% or more this year over last year. This will create a concern as to where people will put their boats if they cannot afford to purchase a berth or a spot in the storage area, as they have done in the past.

Council will report to the public that . . .

1. We raised these concerns with PCA (in its capacity as the landlord of the Marina)

2. We are going to investigate prices at other marinas to compare “market” pricing.

Discussion ensued.

ACTION ITEM: Randy and Brent to do a survey of comparison prices at other marinas in Saskatchewan.

10. Committee Reports

Budget/Finance – Janice MacKinnon (no report – Janice MacKinnon left the meeting at approximately 1:25 p.m.)

Business Relations – Nancy Wood Archer

- The Waskesiu Chamber of Commerce (the Chamber) and the Waskesiu Recreation Association (WRA) are on a positive track, moving forward with the new organizational structure.

- Hiring for summer staff has begun with an email sent out by the Waskesiu Seasonal Residents Association to their members and a waskesiu.org posting our advertising for staff.

- The Chamber is working on their new marketing ideas, however, they are lacking in this type of experience and welcome any ideas and help from the community and Parks Canada. The Chamber will continue to work with Brennan Bunko and his team at PANP.

- Winter 2017 has been a good season for all the open businesses. Good weather and some construction groups staying in town have contributed to this.

- Going into the 2017/18 ski season, we will need to work more closely with the Volunteer Group, the Business Community and Parks Canada Information Centre. There is a bit of disconnect between these groups but it can be reviewed and tightened up for upcoming season.
- The new Hall Rental pricing for Groups and Non-Profits has been distributed.

Community Planning & Development – Jim Kerby/Randy Kershaw

- The committee is working on reviewing and amending the current Cottage regulations through the WSRA. Jim Kerby will be preparing a memo in conjunction with the WSRA to send to PCA to discuss what amendments to the Cottage Regulations are being sought or should be discussed and considered.

- PCA has talked to head office group in charge of Cottage Regulations and reported that a representative will be coming to Waskesiu in late April and would like to meet with WSRA.

Communications & Community Relations – Brent Hamel

- The committee is working on 3 Action Plans – Communication, Recreation and Volunteers. All three plans are moving forward. The committee will be meeting again at the end of March.
- They have also been working on the Mini golf and the Recreation Area Renewal project as well. They have chosen Stantec for an initial design of the Recreation area and are working with a new mini-golf design and supplier for the Mini Golf project. The new company will provide pre-fabricated products for the course for much less cost. It will have the same area as the original Mini Golf design. The committee is looking at a nature theme throughout the course and will use a similar product to what was used for the Bears on the Beach playground project. Install date yet to be determined.

Council Chair gave thanks to Brent for moving this forward and keeping everything going.

Essential Services – Policing and Fire – Randy Kershaw

- Fire Chief's Reports for November 2016, December 2016 and January 2017 and February 2017 documents circulated with this agenda.

ACTION ITEM: For the April 21st meeting Randy will invite Waskesiu's RCMP Sgt. to present an update.

Vegetation Management – Bryan Matheson

No report.

The Waskesiu Foundation – Jim Kerby

- Don Ravis is a new board member.
- Work has begun in earnest on the Annual Donor Recognition and Fundraising Dinner to be held on Saturday, July 8 at the Community Hall.

11. Next Meeting Date – **Friday, April 21** at The Hawood Inn.

12. Adjournment

2:20 pm

Nancy Wood Archer/Bryan Matheson

Carried Unanimously