

**WASKESIU COMMUNITY COUNCIL
MEETING MINUTES**

Council Meeting: Thursday, July 28, 2016

- 9:00 am - Council only (In Camera)

- 10:00 am – Public Meeting (including Parks Canada Agency)

Location: Hawood Inn, Waskesiu Lake, SK – Boardroom

Attending: Jim Kerby, Brent Hamel, Nancy Wood Archer, Randy Kershaw, Bryan Matheson, George Wilson, Janice MacKinnon.

Field Unit Superintendent David Britton, Townsite Manager Gregg Rutten - PCA

Agenda Topics:

1. Call to Order Jim Kerby **9:00 am**
2. In-camera session
Motion to move 'In Camera'
Nancy Wood Archer/Janice MacKinnon **Carried Unanimously**
Motion to return to the Public Meeting
Nancy Wood Archer/Randy Kershaw **Carried Unanimously**
3. Adoption of Agenda for Public Meeting Jim Kerby 10:00 am
Motion to adopt the Public Meeting Agenda as amended
Randy Kershaw/Bryan Matheson **Carried Unanimously**
4. Approval of June 24, 2016 Meeting Minutes Jim Kerby
Bryan Matheson/George Wilson **Carried Unanimously**
5. Presentation by Mel Wood, landlord of the current Waskesiu SLGA store, regarding the detailed (and somewhat confusing) data the SLGA has on its website for interested parties to bid on privatizing the Waskesiu liquor store.
Discussion ensued.
ACTION ITEM: Nancy to consult SLGA with questions, etc.
6. Business arising from the Minutes
- Agenda for PCA CEO's visit in August
CEO Daniel Watson's date to visit Waskesiu is set for Friday, August 19. PCA advised Council that, unfortunately, his visit will be very short – approximately 6 to 8 hours in total.
Discussion ensued on agenda details. Jim Kerby and David Britton will finalize the agenda for the CEO's visit to our townsite.
- Lakeview Hotel – status update
PCA reported it doesn't appear the hotel will be open at all this summer season, due to the status of their ongoing construction.
- iNET 2000 – status update
This topic is covered in the Townsite Report.
- Lakeside Festival - status update
This topic is covered in the Townsite Report.
- PANP Infrastructure projects – status update
Highway 263 is in the final stages of paving, and all that remains is the area around the south gate entrance, installing the guard rail along the outside of the road past Prospect Point, and the line painting. All of this work should be completed in the next 10 days.

Kingsmere Road and Boat launch upgrades – this is still an on-going project. The road and boat launch will now most likely be closed throughout the entire summer season due to the rainy weather conditions which have delayed completion of the work.

- Marina upgrades and Marina washrooms – status update

The dock replacement work is ready to go to tender. Expected time lines: The existing docks will be removed in the fall and the pilings in the fall/winter. Replacement of the pilings is expected to be done over the winter months, or when the ice goes out in the spring.

Question: Is the gravel area in the marina compound completed? One Councillor advised that on his last visit to the compound, the ground was full of holes and very soft, making it difficult for vehicles that were not 4 wheel drive to operate.

ACTION ITEM: *PCA Answer:* PCA to follow up and report back to Council.

- The seasonal staff washrooms are still a work in progress.

- There are tenders out for a new design for both beach houses.

Question: Are the marina washrooms going to be upgraded?

PCA Answer: The washrooms are part of the plan, details have yet to be worked out in that regard.

- Waskesiu Recreation Association (WRA) – (i) status update; A joint meeting is set for Sunday, August 14 with The Chamber Board to set priorities and responsibilities of each association (ii) Licences of Occupation – PCA is working on space availability and is ready to work with both associations to accommodate their needs.

- The Administrator reported that a Motion is needed to pay the Waskesiu Volunteer Fire Department \$600 (\$500 to deliver flyers promoting the AGM and recycling program plus \$100 to cover their cost for burgers/hotdogs).

As such, a motion was made to pay a \$600 honorarium to the Waskesiu Volunteer Fire Department. (\$500 to distribute the AGM poster and the recycling information sheet to the entire community, plus \$100 to cover the Fire Department's cost of burgers/hotdogs for their fundraising BBQ after the AGM).

Randy Kershaw/Brent Hamel

Carried Unanimously

7. ACTION ITEMS dealt with from the June 24th Meeting -

- ACTION ITEM – if there are any items PCA would be prepared to have us add to the Community Action Plan, please provide to Council.

New items to be added: Replacement of the water treatment controls. Update of the main beach and ski beach washrooms - PCA is currently developing conceptual plans for replacements – OK to add to conceptual plan for main beach – 2017.

- ACTION ITEM - PCA to provide:

1. Updated 'Net Capital Debt' report – provided at today's meeting.

2. Estimated life span of the 3 projects underway – the new controls for the water treatment plant *10 year lifespan. Replacement of the sewage force main 20+ years and replacement of the pumps at the lift stations – 10 years. Next project is the Water tower rehabilitation and heating building – this will be a longer term investment and should be done every 10 years.*

3. Is there a way to do a reserve? If so, provide a long term forecast. *No answer*

4. Set up a long term investment plan for water and sewer infrastructure. *Next project is the water tower.*

- ACTION ITEM – Council suggested that, as part of the WCC AGM invitation which is to be delivered by the Waskesiu Volunteer Firefighters door to door, that a message about the recycling program be added

- so that the community is aware that their recycling efforts will benefit the Waskesiu Recreation Association.

Action Item completed.

- ACTION ITEM - Nancy Wood Archer reported that there are insect issues at Terrace Gardens. They appear to be coming in from under the washroom and/or from the suspended ceiling. The Chamber has tried to get rid of them, but they keep returning. She asked PCA to help with getting rid of them. PCA (Gregg Rutten) to follow up on this issue with Nancy Wood Archer.

Tyron's Pest Control came from Prince Albert and it appears the bugs are gone at the moment from Terrace Gardens. They set out monitor traps and will follow up. They found no solution to the bats in the Community Hall other than to re-chink the walls for a cost of \$20,000 and \$6,500 to do the rest of the bat control work. Parks Canada and Chamber to resolve.

- ACTION ITEM - Agenda for PCA CEO visit to Waskesiu – brief discussion. ACTION ITEM follow up to be completed by Chair and Field Unit Superintendent.

CEO will arrive mid-afternoon on Friday, August 19 –leaving that evening. WCC Chair suggests 1 ½ hours with PCA staff, then take 1 ½ hour tour with PCA and WCC then end the day with a working dinner/Q & A session. The visit will be approx. 6 to 8 hours.

8. Correspondence

- Request for Funding received from Lakeside Festival (included with meeting package)

ACTION ITEM: It was unanimously agreed that Council will provide a \$750 donation to the Music Festival as a general donation, and the same need not be designated to any particular area or aspect of the event.

ACTION ITEM: WCC Administrator to forward the new WCC logo to PCA for marketing use.

9. Townsite Report – Gregg Rutten

Post Office Building

PCA wishes to release the former post office building and lot for use as a commercial operation prior to the end of the 2016 operating season. An appraisal of the building and property has been completed. This appraisal gives the basis for a release fee of \$275,000 that will be charged to issue a new 42 year commercial lease for the property.

- a. Request for Proposal advertisements will be posted August 15, 2016 with a deadline for proposals of September 19, 2016.
- b. Bid packages will be available by mail or for pick up at the townsite office.
- c. There has been interest shown in the property from existing Waskesiu leaseholders as well as from proponents not currently operating in Waskesiu.

iNet2000 Tower

iNet2000 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.

- a. Antenna and related equipment is in the installation process.
- b. No update as of date of this report.

Waskesiu Lakeside Music Festival

The Waskesiu Lakeside Music Festival is 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 2nd annual Waskesiu Lakeside Music Festival is being held from August 26-28, 2016.

Main stage schedule (August 27) is as follows:

| | |
|-----------------|--|
| 10:45-11:00am | Kelly Taylor/PCA/WCC Intro and Welcome |
| 11:00-11:45am | Singing w Sylvia |
| 11:45am-12:30pm | The Wolfe |
| 12:30-1:00pm | Kelly Taylor |
| 1:00-2:30pm | Constant Reminder |
| 2:30-3:00pm | Kelly Taylor |
| 3:00-4:30pm | Oral Fuentes |
| 4:30-5:00pm | Kelly Taylor |
| 5:00-6:30pm | Rewind |
| 6:30-7:00pm | Kelly Taylor |
| 7:00-8:30pm | The Steadies |
| 8:30-9:00pm | Kelly Taylor |
| 9:00-10:30pm | Belle Plaine and Blake Berglund |

- a. Waskesiu Recreation Association will organize a beer garden.
- b. Friends of the Park will host a cabaret at the Terrace Gardens Hall on Friday August 26.
Bands to be announced.
- c. Children's activities:
 - Bouncy Castles
 - Face Painting
 - Crafts (Sylvan Learning Centre)
 - Spray Tattoos
 - Hands-on interpretive activities
 - Eco Adventures 306 (Elk Ridge zip line) will bring a portable climbing wall and/or Spikeball and slack line equipment free of charge.
- d. Educational activities:
 - a. Leah Dorion - indigenous programming and arts
 - b. University of Laval – Bison research
 - c. Hands-on interpretive activities - PCA
- e. Local food service providers confirmed:
 - a. Big Olaf – ice cream
 - b. Evrgreen coffee and food – coffee, sandwiches, baking

- c. Lakewood Gas Bar – slush, popcorn, confectionary, clothing
- d. Twin Pine Cinemas – snow cones
- e. Pete’s Terrace – hot food
- f. Evan Anderson – hot food
- g. Waskesiu Volunteer Fire Department – hot dogs, burgers, cold drinks
- f. Special Events:
 - a. Pancake Breakfast August 28 at Terrace Gardens - tentative
 - b. Regular Interpretive events throughout the weekend
 - c. Stand up Paddleboard Race (to be confirmed)
 - d. Canoe/Kayak/SUP demos (to be confirmed)

Capital Debt Repayment Schedule

A portion of the costs for capital projects related to water, sewer and garbage are cost recovered from leaseholders and residents in Waskesiu through annual water, sewer and garbage billing.

ACTION ITEM: Council has requested information pertaining to the expected lifespan of current projects. Council has also asked PCA to if it is possible to set up a local “capital reserve fund” to smooth out the spikes and valleys relating to the funding of capital infrastructure costs.

Health Inspections

In order to ensure healthy and safe commercial food services in the townsite of Waskesiu, annual health inspections should be conducted on all premises serving food, or common hot tub facilities. For 2016, PCA contracted RTP Consulting Services to provide health inspection services in Waskesiu.

- a. Inspection criteria were those outlined in the Public Health Act
- b. Health inspections have been conducted on all restaurants, food service outlets (grocery, bakery, ice cream) and hot tub facilities.
- c. Pre-inspection checklists were provided to all businesses to help them prepare for the inspections.
- d. Overall the inspector was very impressed with the operators in Waskesiu. Very few concerns to address.
- e. One restaurant business had some “critical deficiencies” that will require monitoring and a follow up inspection.
- f. The follow up inspection has been scheduled for August 2, 2016.

Chamber of Commerce/Recreation Association Licences of Occupation

The recent re-organization of the Waskesiu Chamber of Commerce 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. The new licences will reflect the facilities and grounds that each group will be using for their operations.

- Townsite staff have contacted both groups to begin the process of issuing licences of occupation for their respective properties.
- PCA is waiting on information and documentation from both groups to move this process forward.

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.

- a. PCA archaeologists from national office were in PANP in early July to do an assessment of the area.
- b. No cultural impacts were identified as a part of the assessment.
- c. Construction of camp kitchen projects will be in fall 2016 starting after the Labour day weekend.

Canada Post Community Mailboxes

In 2015, Canada Post installed community mailboxes in the parking lot adjacent to the recycling centre. Canada Post to date has refused to sign a licence of occupation agreement with PCA for the use of this space. After consultation with realty services and DOJ, PCA has agreed to negotiate an MOU with Canada Post to formalize the use of the land and to specify each party's responsibilities in terms of care and maintenance of the boxes and land immediately adjacent to them.

Proposed Plans for Community Hall Renovations

The proposed plans have been received from The Chamber and will be forwarded to Mike Caswell, PCA Asset Management Advisor, for approval.

New Recycle Bins

35 new, blue recycle bins are being placed throughout the townsite. Each bin will have a bright yellow sticker with a bin number and information on the Waskesiu Recreation Association's recycling program in Waskesiu.

PCA Providing Emergency Water

Emergency Measures Organization approached PCA assist them with the recent oil spill in the North Saskatchewan River by providing water to residents of Prince Albert until the situation is brought back to normal. PCA agreed to assist and will be tracking the amount of water they provided, how much extra power they used and any extra chemicals used and will be reimbursed once everything is back to normal.

PCA New Development Applications

1. Kapasiwin Bungalows – According to the new development application, there will be complete redevelopment of the area including the removal of all the current infrastructure. The application also requested the removal of virtually all trees. An environmental assessment will be required, including in relation to the proposed removal of the trees.

2. Bakers Waskesiu Bungalows – Preliminary discussions have started with current owners for redevelopment of the property.

ACTION ITEM: Council suggested more 'Caution Wildlife' signs could be erected on the roadside when visitors first enter the Park and at the curve in the road just past the PCA Compound. As well, more 'Caution Wildlife' signs are needed on Highway 263.

Another suggestions was to set up an L.E.D. sign that flashes drivers' speed as they pass by. These signs are found to be very effective in reducing speed.

PCA comment: The Townsite Manager is aware of the situations and has already prepared a draft of a new Parking Strategy for the townsite.

ACTION ITEM: Council asked PCA to consider installing 'One Hour Only' parking signs in front of five parking spots in front of The Waskesiu Trading Company, Angry Taco and LA Outfitters to help eliminate visitors parking where there is such a high demand for short term parking for shoppers. It was suggested that enforcement was not needed, Council felt the signs should do the job without any enforcement. Council reminded PCA that they had previously agreed to do this. Shown in the Meeting Minutes of August 5th, 2014.

10. Committee Reports

Budget/Finance – Janice MacKinnon

No report

Business Relations – Nancy Wood Archer

- SLGA tender package to purchase liquor stores by private individuals went out on July 25th.

- Kapasiwin – A demolition tender package was sent out mid-July.

- New appointments of positions on the Waskesiu Chamber of Commerce Board: Nancy Archer - President, Randy Kershaw – Vice-President, Arlene Coburn – Treasurer.

- Appointment of Waskesiu Chamber Committees:

Budget/Finance - Arlene Coburn, Myrna Nagy

Community Planning & Development - Gord Bueckert

Communications & Community Relations - Nancy Archer

Marketing - Shirley Carriere, Dwayne Andreen, Jordi Kirk

Human Resources/Staffing - Dwayne Andreen, Randy Kershaw

Assets (ie. Halls & Equipment)-Nancy Archer, Myrna Nagy, Randy Kershaw

Waskesiu Recreation Association (WRA) Liaison - Debby Klarenbach

- A joint meeting of the boards of the Waskesiu Chamber of Commerce and the Waskesiu Recreation Association is tentatively set for Sunday, Aug. 14th at 1pm at Waskesiu Lake Lodge.

Community Planning & Development – Jim Kerby/Randy Kershaw

This topic was previously discussed.

Communication & Community Relations – Brent Hamel

No report given – Brent Hamel left the meeting immediately after lunch.

Essential Services – Policing and Fire – Randy Kershaw

- A pre-long weekend strategy meeting was held by PCA with the Park Wardens and RCMP to discuss any issues they thought might arise on the long weekend.

- ACTION ITEM: Council Chair asked Randy to check with the RCMP to see if a monthly report could be sent to Council to be presented at Council meetings.

ACTION ITEM: - There is a new RCMP staff Sargent based in Waskesiu. Randy will invite him to the next Council meeting.

- Fire Chief Report for June 2016 – distributed with meeting package

Vegetation Management – Bryan Matheson

Nothing to report.

The Waskesiu Foundation – Jim Kerby/Randy Kershaw

The annual Donor Recognition and Fundraising Dinner was very successful.

Special thanks to PCA for their participation and prize donations.

11. New Business

- Presentation and Approval of Year End Financials (distributed with meeting package)

A motion was made to approve the 2015-2016 Financial Statements for the Waskesiu Community Association Inc. in the form presented.

Janice MacKinnon/Bryan Matheson

Carried Unanimously

- Council confirmed its approval of the 2015 WCC AGM Minutes (distributed to Council with meeting package). The WCC Administrator is to add the minutes to Waskesiu.org.

- Presentation and discussion of townsite finances for the WCC AGM coming up on August 7.

ACTION ITEM: Copies of the Townsite Finances as prepared by PCA will be handed out at the AGM as information only, and will not be part of the presentation.

- WCC as Lead and Partner - Implementation Strategy Chart - Community Action Plan – this will be dealt with at the next meeting, and as a standing item on the WCC agenda.

- Lakeside Festival – Request for Funding

This topic was covered under Correspondence.

- SaskTel – Internet

ACTION ITEM: SaskTel will be presenting two proposals to WSRA. These are plans for two different ways for the Waskesiu townsite to hook up to high speed internet through their land lines. WSRA should receive the proposals within the next 2 weeks. When the proposals are received, Randy Kershaw will present them to Council.

ACTION ITEM: Question to PCA – what happened with the Wi-Fi hotspots that PCA was promoting last summer to be available free at different spots within the Waskesiu townsite?

PCA answer: PCA will research and report back to Council at the next meeting.

12. Next Meeting Date – Thursday, September 8th – Hawood Inn

13. Adjournment

1:39 pm

Bryan Matheson