

# WASKESIU COMMUNITY COUNCIL

## PUBLIC MEETING MINUTES



**DATE:** Friday, June 18, 2021  
**TIME:** 9:00 a.m. to 1:30 p.m. (Saskatchewan time)  
**LOCATION:** "Google Meet" format

**Attending remotely by Google Meet:** Councilors Jim Kerby (Chair), Rob Phillips, Bentley Crozier, Jennifer Wood, Bryan Matheson, (attended the In Camera meeting only) and Administrator Noreen Matthews

**Also attending by Google Meet:** From PCA – Field Unit Superintendent Cal Martin, Acting Townsite Manager Scott Nesbitt

1. **Call to Order** 9:00 a.m.
2. **Motion to move the Council Meeting "In-Camera"**  
*Rob Phillips/Jennifer Wood* *Carried*
3. **Motion to terminate the "In-Camera" portion of the Council Meeting** 10:00 a.m.  
*Jennifer Wood/Rob Phillips* *Carried*
4. **Motion to Adopt the Agenda for the Public Meeting of Council as amended**  
*Jennifer Wood/Bentley Crozier* *Carried*
5. **Motion to Adopt the Meeting Minutes of April 30, 2021 as amended**  
*Rob Phillips/Bentley Crozier* *Carried*
6. **Review of Outstanding Action Items/Related Status Updates** - a review of each of the Action Items and their status was undertaken by Council, and the Action Items were updated by the Administrator accordingly. (See attached list of Action Items.)
7. **Other Business Arising from the Minutes (if any)**
  - Water Shut Down Directive - June 30, 2021 – final version for approval by Council\*  
(Note - see approved Motion below).

**ACTION ITEM:** The Acting Townsite Manager will circulate the final version of the Water Shut Down Directive to Council
8. **Correspondence (for information only unless otherwise noted with an asterisk\*):**
  - Email received May 31 from Waskesiu Foundation - 'Waskesiu Legacy' Planned Giving Program - Request for Council Support\*
  - Email received May 18 about a concern regarding a local business operator
  - Email received June 4 from the Waskesiu Chamber of Commerce regarding security issues
  - Emails received from the Waskesiu Recreation Association Inc. (request for appointment of new Director and approval of 2020 Financial Statements) \*
  - Email received June 10 from the Waskesiu Foundation (request for sponsorship – 2021 Sipping Social) \*
  - Email received June 14 from the Waskesiu Chamber of Commerce regarding a request for funding

**9. Townsite Report – Scott Nesbitt, Acting Townsite Manager, Parks Canada Agency**

(See the June 18<sup>th</sup>, 2021 Townsite Report accompanying these Minutes.)

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

**Cabin and Cottage Areas**

**2. Yard Waste Directive**

- An Updated version is coming, the previous version contained last year's dates.

**3. Cabin Area Swales**

- Since the Townsite Report was circulated, a meeting was held about drainage in the cabin area. Nighthawk drainage and the gray water boxes on Grebe have issues. Work to be scheduled in the near future.

**Commercial Development/Business Licencing**

**10. SRTP Expansion**

- The actual move in date is June 21. Tenants are allowed to move onto the site but will be without power until June 21.

**Infrastructure and Utilities**

**18. Solid Waste Management/Recycling**

- Discussion ensued about the company that had previously offered to bring a metal recycle bin into Waskesiu free of charge.  
Councillor Crozier will provide the information to the Acting Townsite Manager.

**20. Cannabis Distribution Retail Store**

- PCA have a verbal request for a "letter of comfort" to be sent to the Saskatchewan Liquor and Gaming by a cannabis retailer wanting to set up in Waskesiu. Parks Canada has no legal grounds to stop a cannabis distribution retailer in Waskesiu now that the guidelines for population base have changed.
- The retail business will be located in the former laundromat. The existing owner has sold his sublease to the cannabis distribution retailer.
- Discussion ensued.

**10. Waskesiu Recreation Association Inc. (WRA)**

- a. Acceptance of 2020 WRA Financial Statements and Waiver of Auditor\* (*\*see approved Motion below*)
- b. Appointment of new Director - Linden Hergott\* (*\*see approved Motion below*)
- c. Update on proposed Canada Day activities  
The Townsite Manager reported that the WRA have decentralized the events this year. There will be five different points of contact throughout the townsite.  
The Waskesiu Recreation Association is following the Covid-19 guidelines to keep the crowds at 150 people or less, while practicing social distancing.  
All activities have been approved by Superintendent pursuant to a permit.

- d. Recent WRA developments and Board changes
  - Two Board members have recently resigned. Linden Hergott, owner of the Waskesiu Liquor Store is a new member to the Board.
  - Lisa Rowe will remain as the Administrator for the Waskesiu Chamber of Commerce and Bonita Reilly will remain as the full-time Manager for WRA.

**11. Approval of 2021 Waskesiu Townsite Utility Rates\* (\*see approved Motion below)**

Councillor Matheson commented that the process used by PCA continues to need a bit of work and warrants future discussion at a later date.

**12. Waskesiu Foundation – Sipping Social – Request for WCC Sponsorship**

A motion was made to support the Waskesiu Foundation’s Sipping Social event at the \$1100 Level.

**Rob Phillips/Bentley Crozier**

**Carried**

**13. Waskesiu “Vision 2028” – Stakeholder Meeting Post-Mortem & Next Steps**

Council Chair commented it was a long, but important four-hour meeting and it was a very good open exchange of ideas.

Council Chair asked for comments from Council members and PCA members who attended.

Council Chair thanked PCA for staying the full length of the meeting to respond to the Vision 2028 Implementation Strategy document.

Discussion ensued.

**ACTION ITEM:** Superintendent is to provide the Trail Plan information to Council.

**Next Steps** – Council Chair will create an amended DRAFT Implementation Strategy. It will then be circulated to Council, the Superintendent and the Acting Townsite Manager.

Council Chair will put a timeline on the document to be shared with the Stakeholder groups and have them share it with their members to allow time for feedback. He suggested that this can be done through email without the need for another meeting.

**14. 2021 Waskesiu Community Council AGM – set a meeting date and discuss the format (in person vs. virtual)**

The date for the 2021 WCC AGM is tentatively set for Sunday, August 15<sup>th</sup> with the hope that we can do a combined format with the WSRA and Council as was done for the 2019 joint meeting. It was suggested we use the Kingsmere Hall in the Hawood Inn for the public. Time of the meeting is undecided.

Superintendent Martin added that he could be away on that date but would have an Acting Superintendent fill in for him. Acting Townsite Manager Scott Nesbitt said he would be available.

**ACTION ITEM:** Council Administrator to book the Kingsmere Hall for Sunday August 15<sup>th</sup> and work with Council Chair and the WSRA Chair to finalize the details.

**15. Committee Reports**

- Nothing further to report.

**16. Upcoming Council Election & July 3<sup>rd</sup> Deadline for Nominations**

Council Chair asked if any Council member is aware of someone who would be eligible to, and wants to run for Council.

Discussion ensued.

**17. In Appreciation – Councillor Bryan Matheson**

Councillor Matheson’s remarkable service to the Waskesiu community was noted by the Chair. His service will be appropriately recognized at the upcoming AGM.

**18. Other Business**

**- Waskesiu Chamber of Commerce Request for Funding for their Marketing Budget.**

Discussion ensued.

A motion was made to support the Waskesiu Chamber of Commerce with \$3,000 now and Council will work with the Chamber to develop new sponsors, and a portion of any additional funds raised could then be shared with the Chamber.

**Rob Phillips/ Jennifer Wood**

**Carried**

**19. Future Meeting Dates**

- a. Saturday, July 3<sup>rd</sup> - Nomination Day – Nominations close at 4 p.m.
- b. Sunday, July 25<sup>th</sup> - Advance Poll
- c. Sunday, August 1<sup>st</sup> - Election Day
- d. 2021 WCC AGM – August 15<sup>th</sup> – joint meeting with WSRA – Administrator to contact Herb Pinder, WSRA Chair and copy Rob on all communication.

**NEW COUNCIL WILL MEET IMMEDIATELY AFTER THE AGM.**

**20. Adjournment**

**12:38 p.m.**

**Rob Phillips**

=====

**Approved Motions**

**Water Shut Down Directive - June 30, 2021 – Final Version for Approval by Council**

*“That the final version of the Water Shut Down Directive for the Waskesiu Townsite dated June 30, 2021, in the form presented to the Waskesiu Community Council at this meeting, be approved and adopted by Council; and*

*That the Chair of Community Council is hereby authorized and directed to take such steps, and complete such documentation, as may be necessary to give effect to this motion.”*

**Rob Phillips/Bentley Crozier**

**Carried**

-----  
**Waskesiu Recreation Association Inc. (“WRA”)  
(Waiver of Auditor for 2021 and Acceptance of 2020 Financial Statements)**

A written presentation was submitted to Council by the WRA Treasurer requesting the acceptance by the Waskesiu Community Council of the WRA’s 2020 Financial Statements, in Council’s capacity as the sole member of the WRA. As such, the following motions were presented:

**DISPENSING WITH THE APPOINTMENT OF AUDITORS**

**WHEREAS** the Waskesiu Community Association Inc. (the “Community Council”) is the sole member of the Waskesiu Recreation Association Inc. (the “WRA”);

**AND WHEREAS** the WRA does not require the services of an auditor, and it is necessary for the appointment of an auditor to be dispensed with for the ensuing fiscal year of the WRA;

**NOW, THEREFORE, BE IT RESOLVED:**

*“THAT the WRA dispense with the appointment of an auditor for the 2021 fiscal year of the corporation.”*

**ACCEPTANCE OF 2020 WRA FINANCIAL STATEMENTS**

**WHEREAS** it is a requirement of The Non-Profit Corporations Act, 1995 that the directors of the WRA place before the sole member the financial statements of the WRA for the last completed fiscal year;

**NOW, THEREFORE, BE IT RESOLVED:**

*“THAT Council, as the sole member of the WRA, hereby confirms that the WRA directors placed before it the financial statements of the WRA for its last fiscal year, and hereby accepts such statements as presented.”*

**Rob Phillips/Jennifer Wood**

**Carried**

**Appointment of New Director for the Waskesiu Recreation Association Inc.**

**WHEREAS** the Waskesiu Community Association Inc. (the **“Community Council”**) is the sole member of the Waskesiu Recreation Association Inc. (the **“WRA”**);

**AND WHEREAS** the WRA Board of Directors has requested that Linden Hergott be elected as a Director of the WRA effective June 18, 2021;

**NOW, THEREFORE, BE IT RESOLVED THAT:**

- (1) Linden Hergott be elected as a director of the Waskesiu Recreation Association Inc. (the **“WRA”**) effective June 18, 2021 and to hold office until the next annual meeting of the member(s) of the WRA, or until his successor may be elected; and
- (2) The Chair of Community Council is hereby authorized and directed to take such steps and complete such documentation as may be necessary to give effect to this resolution.”

**Rob Phillips/Bentley Crozier**

**Carried**

**Approval of 2021 Waskesiu Townsite Utility Rates (Water, Sewer & Garbage)**

**WHEREAS**, based on the information provided by Brenda Georget and Scott Nesbitt of Parks Canada to the Waskesiu Community Council in June, 2021, and based on the recommendation from the Budget and Finance Committee of Council, it is hereby resolved as follows:

*That the 2021 utility rates for the Waskesiu townsite be based on the amortization figures presented by Parks Canada Agency to Council, and that the amounts be incorporated into the 2021 utilities budget and used for this year’s utility billing process, with the approved 2021 utility fees (Water, Sewer, Garbage) to be as follows:*

|                                  | <b>Water</b> | <b>Sewer</b> | <b>Garbage</b> |
|----------------------------------|--------------|--------------|----------------|
| Large hotel (based on 12 months) | 9300.93      | 8537.18      | 3649.23        |
| Retail store                     | 455.59       | 374.16       | 799.52         |
| Cottage/Cabin                    | 192.23       | 179.90       | 120.01         |

**Jennifer Wood/Rob Phillips**

**Carried**

## Action Items

### (From June 18, 2021 Council Meeting)

**ACTION ITEM:** Council Administrator to amend the April 30<sup>th</sup> Meeting Minutes then post on waskesiu.org. The change is to be made under “*Additional commentary in relation to some of the items identified in the Townsite Report is set forth below:*” to read as follows:

#### 4. Back-flow Preventer Communication Plan

- Council is supportive of this communication strategy and of assisting PCA to communicate the new backflow prevention device requirement to cabin, cottage, and commercial leasees and the entire Waskesiu community. The plan is to engage all Waskesiu stakeholder groups to help spread the message. This new requirement will be added as an amendment to the Cabin Guidelines at their next update.

**ACTION ITEM:** The Acting Townsite Manager will circulate the final version of the Water Shut Down Directive to Council.

**ACTION ITEM:** Superintendent Martin is to provide a copy of the Waskesiu Townsite Trail Network - Visioning Workshop Prince Albert National Park to Council.

**ACTION ITEM:** Council Administrator to book Kingsmere Hall for Sunday August 15<sup>th</sup> and work with Council Chair and the WSRA to finalize the details.

**ACTION ITEM:** Superintendent Martin to provide Council with the summary of the Waskesiu Water and Sewer Infrastructure Report to-date.

**ACTION ITEM:** The Acting Townsite Manager will look into acquiring the “as built” drawings of the townsite to share with Council.

## Action Items

### (From April 30th, 2021 Council Meeting)

**ACTION ITEM:** Acting Townsite Manager to research and report back to Council if PCA is responsible to put back-flow preventers in the Park’s heritage buildings and other public buildings that are under Licence of Occupation. *Ongoing.*

**ACTION ITEM:** Acting Townsite Manager to provide Council with confirmation that cottages are permitted to hook into the existing deep-water lines at their sole expense, provided permits are applied for and granted. *Ongoing.*

## Action Items

### (From March 22, 2021 Council Meeting)

**ACTION ITEM:** Council will compile a list of questions for Nicole Crerar at PCA regarding the PANP/Waskesiu Long-term Investment Plan. *Carry over to next meeting of Council.*

### **Action Items**

#### **(From February 12, 2021 Council Meeting)**

**ACTION ITEM:** (Councillor Phillips) - The Waskesiu Seasonal Residents Association (WSRA) to provide more formal indication to Council over the next few months about their view on the issue of cottage/cabin water service and the need/request for deep water services in the cabin/cottage areas. *Ongoing.*

### **Action Items**

#### **(From December 18, 2020 Council Meeting)**

**ACTION ITEM:** The Superintendent and the Townsite Manager will work with Council Chair and Councillor Phillips on developing an emergency services communications protocol. *A draft will be coming from PCA to Council prior to the next meeting of Council*

### **Action Items**

#### **(From June 26, 2020 Council Meeting)**

**ACTION ITEM:** Councillor Phillips to invite Waskesiu RCMP Sargent Rene Giroux to give an update report at a future Council meeting. *Ongoing. An in-person report or a written update will be provided by the RCMP at a future meeting of Council. Deferred to the first fall meeting.*

### **Action Items**

#### **(From February 7, 2020 Council Meeting)**

**ACTION ITEM:** Council Chair, Councillor Matheson and Council Administrator to meet regarding tax filing. *Ongoing – a date to meet is to be arranged by the Chair of the Finance Committee.*

### **STANDING ACTION ITEMS**

**ACTION ITEM:** Regular status updates on all major Commercial Developments in the Waskesiu townsite.

**ACTION ITEM:** PCA to send the Compliance Report on water quality annually to Council, typically in March each year. The water quality report was received prior to the July 29<sup>th</sup> Council meeting and will be posted under “Our Community” on the Waskesiu.org website. *There is plan in the works.*

**ACTION ITEM:** if there are any projects PCA is prepared to have the WCC add to the Community Action Plan, PCA to promptly provide to Council so the Community Action Plan can be updated.

**ACTION ITEM:** Council to do an annual check of the “Waskesiu Vision 2028” document and the Community Action Plan, and see what needs to be added or changed.

**ACTION ITEM:** PCA/Council/WSRA (as applicable) to continue to consider a plan to put real and/or fake security cameras at the entrance to the Park, or in other locations (including the entrances to the cottage and cabin areas). *Parks Canada is still considering this matter.*

**ACTION ITEM:** PCA to send updates regarding the National Permitting Process - Land Use and

Waskesiu Community Council Meeting Report  
**June 18, 2021**  
Prepared by: Scott Nesbitt, Townsite Manager  
Meeting Location: Virtual

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

### **Cabin and Cottage Areas**

#### 1. 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 street parking strategy for the townsite to address some of the issues that arise from inappropriate parking. The main issues are congestion and public safety.

- 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.
- 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.
- Townsite manager will meet with representatives of the WSRA to determine next steps regarding a parking strategy for the cabin and cottage subdivisions.
- PCA and WSRA Representatives will meet to discuss cabin/cottage area parking on February 8, 2019.
- PCA and WSRA representatives will be meeting in late April to discuss parking, potential amendments to the Cabin Development Guidelines, and National Energy Code requirements.
- PCA confirming a meeting date with the WSRA.
- Waskesiu Marina has been issued a building permit for development of additional dry boat/trailer storage that will be offered to seasonal residents at discounted rates.
- PCA has provided a draft proposal to the WSRA for review. WSRA and PCA will be meeting on March 20, 2020 to discuss the draft.

**No update at time of report**

#### 2. Yard Waste Directive

- PCA has proposed updates to the Yard Waste directive in an effort to minimize the amount of yard waste piled next to garbage cans and create efficiencies for PCA staff time for collection of yard waste.
- For Discussion with WCC, implementation delayed until spring 2021.
- 2012 Yard Waste Directive is in effect.
- PCA internal discussions are ongoing and are looking at this in the context of Yard Waste, Metal recycling, compost and the roll-off bin.
- Most recent version circulated to WCC Chair for final review prior to presenting at April 30<sup>th</sup> meeting.
- PCA has drafted a Yard Waste / Waste Management communications strategy for Council to review and comment.
- **Yard Waste Directive is complete, signed and now in effect.**
- **A waste management information brochure is almost complete and will be circulated with the summer billing**

#### 3. Cabin Area Swales



- PCA has engaged a contractor to install weeping tile in 4 drainage swales in the cabin area.
- The swales were selected based on the areas that have the poorest drainage.
- Work will commence as soon as moisture conditions allow.
- Work will be completed with a walk behind trencher and hand tools in order to minimize damage to surrounding land.
- Work largely complete. Inspected by PCA on October 20, 2020. Some light landscaping/seeding is required in the spring. A percentage of payment amount to be held back until work is deemed complete by PCA.
- Swales Identified for weeping tile installation in 2021 are:
  - i. Heron-Jay
  - ii. Loon Mallard
- **No update at time of report**

#### **4. Back-flow Preventer**

- PCA has drafted back-flow installation communications strategy for Council to review and comment. This strategy supports the requirement for the installation of these devices on all properties in Waskesiu.
- **A formal notice of the back-flow preventer requirement is being drafted to be included in the summer mail out.**
- **No additional information regarding installation responsibility for Heritage and Licence buildings at the time of this report.**

#### **5. Seasonal Water Procedures**

- PCA has drafted communications strategy to share best practices and seasonal water service procedures with Cabin and cottage owners. Submitted for Council review and comment.
- **A small communications piece regarding seasonal shutdown will be included in the summer billing mail out.**

#### **6. Water and Sewer upgrades (Deep Water)**

- **There is only a small section of the prospect point cottages that are connected to deep water and sewer.**
- **Individual connections to the system would require directional boring and is likely cost prohibitive.**
- **The only way to efficiently connect cabins and cottages to the deep water system would be by entire subdivisions.**

### **Commercial Development/Business Licencing**

#### **7. Kapasiwin**

A development permit has been issued for the re-development of the Kapasiwin Bungalow Camp. The developers completed a detailed impact assessment (including public consultation) as part of their application for the development permit.

- A building permit has been issued for one of the staff accommodation buildings. Construction is expected over the fall/winter.
- The Leaseholders are exploring the installation of deep water and sewer to the Kapasiwin site.

- A building permit for installation of deep water and sewer infrastructure was issued on January 15, 2020.
- Plans for a second staff accommodation building have been received by Parks Canada, currently under review.
- Conceptual design for the second staff accommodation cabin not approved by PCA
- Installation of deep water and sewer is underway.
- PCA has received some feedback expressing concern over damage to the cycling/walking path surface (old road).
- Repairs to any damage as a result of this project are the responsibility of the leaseholder to repair. PCA has contacted the leaseholder to establish a timeline for the repairs.
- A building permit was issued for the construction of staff cabin A2.
- A building permit was issued for the tree removal and site grading required for installation of the 520 ft<sup>2</sup> rental cabins associated with phase 3 of the development.
- PCA is currently reviewing plans for the phase 3 rental cabin units.
- PCA has issued a building permit for the Phase 3 rental cabin units.
- PCA has reviewed and approved construction plans for a laundry/towel exchange/shop building.
- A request was received from the developers to retain one of the old cabins as a “heritage cabin”, to be preserved on the Licence of Occupation designated for the property right-of-way. This request was supported by other individuals / organizations within the community.
- Parks Canada informed the developer that we were willing to make allowance for the retention of the heritage cabin on the Parcel K leasehold but not the right-of-way licence of occupation. If the developer chose not to include the cabin on the lease, PCA is willing to allow the cabin to be stored in the SX parcel for a period up to 1 year for interested parties to propose a new location / use for the cabin. Following the 1-year period the cabin is to be removed if no agreement is reached. No official response from the developer at the time of this report.
- **No updates at the time of the report**

8. 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 continues to work with the leaseholder on details of current operations and requirements for subdivision of the property.
- PCA will be meeting with the leaseholders in the coming weeks to discuss concerns and questions about the operations and business model for the Lakeview.
- PCA met with leaseholders on January 24, 2020. More information forthcoming from leaseholder for PCA review.
- PCA has held discussions with the leaseholders regarding the current business model.
- In the coming months, the leaseholders will be submitting a development proposal for Lot 9. Currently vacant.
- **No update at time of report.**

#### 9. Black Spruce Gallery

- PCA is in the process of approving a food service operation as an ancillary business to the gallery business.
- The proposal includes a stand alone “food service cart/trailer”.
- This use is allowed only because there is already a primary building on the site.
- PCA will consider similar proposals from other lessees with fixed roof buildings on their leaseholds.
- This is consistent with other Parks Canada townsites.
- For clarity, the proponent has completed an addition to the primary building which includes a public washroom and commercial food storage and preparation areas. The proposal was vetted by a Provincial Health Inspector to ensure compliance with all applicable health and safety codes prior to PCA approval.
- Work continues on this project.
- This operation did not open during the 2020 season. No update on the expected opening of this business.
- **New Food Service offer has been open a few weekends now and will be open full time this season.**

#### 10. SRTP Expansion

- The Waskesiu Chamber of Commerce has withdrawn their proposal to build a work camp style staff accommodation area.
- PCA will re-schedule construction of additional RV sites as an expansion of the Spruce Ridge Trailer Park.
- Site grading and utility rough-ins have been completed.
- PCA expects to have the 8 sites operational by June 2021.
- The SRTP expansion is underway. The Park housing committee has met and allocated sites. The anticipated completion / move in date is June 18.
- **The Cloverdale Fire Power outage was followed by a 2<sup>nd</sup> mass outage event in SE Saskatchewan caused by an ice storm. SaskPower is behind on their power install for the site. My not be ready for the June 18 move in date.**

#### 11. Elk Street Licences of Occupation and Lot Allocation

- With the cancelation of the Chamber of Commerce housing plan, PCA will renew its efforts to issue 1-year licences of occupation to Elk Street Residents.
- Draft documents will be provided to the community council for review prior to Jan. 1, 2021.
- PCA continues to work with PCA realty experts to issue licences of occupation prior to next operational season.
- PCA is considering hosting a virtual meeting with Elk Street residents to outline the process and answer any questions.
- A rating criteria for allocation of 3 vacant Elk Street Lots has been provided to council and the Chamber of Commerce for review and comment.
- PCA intends to allocate the vacant lots to the successful applicants by March 31, 2021.
- Townsite Manager continues to work with Realty advisors on draft of 2-year licence of occupation documents for Elk Street.
- Request for proposal letters were sent to all commercial operators in Waskesiu via email and Canada Post on February 25, 2021.
- PCA will be accepting proposals until March 22, 2021 at 4:00pm CST.
- PCA will evaluate all proposals and plans to allocate the three vacant lots by March 31, 2021.

- Townsite Manager continues to work with Realty advisors on draft of 2-year licence of occupation documents for Elk Street.
- Lots have been allocated based on evaluation criteria to WRA, Chamber and G.O. Centre.
- Licence of Occupations are currently in the final approval process and will be presented for signature very soon (maybe by the time of this meeting).
- WRA and Chamber have already submitted development proposals for mobile homes. G.O. centre expected to provide proposal soon.
- **WRA and Chamber lot development are underway. Combined these new lot developments will bring 10 new accommodation units.**

#### 12. Commercial Rent Relief Program

- PCA nationally has announced a rent relief program for commercial lessees in National Parks Across the country to assist with Covid related loss of revenue.
- PCA locally will distribute the application form and related information to local leaseholders.
- Applications must be received by PCA by August 31, 2020.
- Letters and application forms have been sent out to all commercial head lessees in Waskesiu.
- PCA received 19 applications from Waskesiu businesses out of 30 application packages mail out relating to this program.
- **No update at time of report.**

#### 13. All in the Wild Gallery

- PCA is currently reviewing plans for a second storey staff accommodation addition to the existing gallery building.
- A building permit has been issued by PCA for construction of second storey staff accommodation addition to existing building.
- Construction of the addition and utility connections, including deep water and sewer have begun.
- **Construction continues at this leasehold.**

### Infrastructure and Utilities

#### 14. Waskesiu Townsite Dock and Breakwater

- Renewal of these structures is included in the vision 2020 document as part of the main beach renewal plan.
- 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.
- A draft conceptual map of main beach area was discussed at the January WCC meeting.
- Parks Canada will provide an updated map based on that discussion at the April meeting of council.
- Revised maps have been provided to Council. Final updates to maps pending. PCA will provide updated maps to council at the June 22 meeting or prior to that if available.
- Updated maps included with June 18, 2018 townsite report
- Possible that dock will be removed before end of March 2019 pending internal PANP approval of funding. Work would take about 2-3 weeks. The project would completely remove both the dock and the subsurface components.

- Dock removal is complete.
- Communication about boat use in the area, mooring and future plans for upgrades to the breakwater have been posted on Waskesiu.org and will be included in the PCA update in the WSRA newsletter.
- PCA is discussing options for this. Any upgrades would be done as part of the breakwater re-capitalization scheduled for 2020.
- Timing of this work will be determined at the NPFU face to face management meeting in March 2020.
- This project was discussed as a priority for PANP. Dates for the work to be determined.
- Finger Docks were purchased in October, with the intent to have them installed by March 2021.
- The docks are the same design as those at the main marina and will remain in place year round.
- PCA continues to work with consultants on design specifications for the repair.
- Project will be put up for tender once design is finalized.
- Docks have been installed but will remain “out of service” until stabilizing piles and protective edging can be installed following ice-out.
- **One of the new docks started breaking away from the breakwater due to failing concrete and has since been completely removed. Remaining doc is functional.**
- **No additional information regarding repair / replacement was available at the time of this report.**

#### 15. 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.

- Funding of \$650K has been obtained to address this problem.
- 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.
- Detailed design underway, construction anticipated in the fall.
- Construction estimates received are significantly higher than the available funding. Additional funding is being sought internally.
- Timelines on approvals are uncertain and will result in the project being pushed to 2019.
- This project is expected to go to tender within the next 2 weeks.
- Bids received by PCA came back over budget. PCA is currently exploring options but full project will not go ahead this Spring.
- The intersection started flooding again the week of February 3, 2020. Detour is in place currently.
- PCA has divided the project into two phases. PCA is in process of re-tendering phase one of the work.
- Upgrades to electrical were completed by SaskPower in fall 2020.
- Remaining construction is planned for late January 2021 as the work will take place on the lake ice. The outlet pipe will be directional bored below the frost line.
- There may still be flooding/freezing at the Montreal/Waskesiu Drive intersection this year as the system will not be operational in time to prevent build up of ice.
- Construction to directional bore the outlet pipe has been completed. It will not be operational until spring 2021.

- There is approximately one week of work required to tie the new drain pipe into the existing stormwater system.
- A detour will likely be required this winter because overflow water is present in the intersection as of the beginning of February 2021.
- A detour is currently in place. Access to the townsite is via HWY 264 and Ajawaan Street.
- Final work scheduled for first week of May. Final inspection / substantial completion scheduled for May 7, 2021.
- **Storm Drain tie-in is complete and the pavement patch in front of Hawood has been repaired and we now will have to wait until next winter to determine the efficacy of the current improvement or if further intervention is required.**

16. Recreation Area Renewal (Lawn Bowling/Sport Court)

- The WRA board has a question regarding the remediation of contaminated material at lawn bowling green. The question is in the context of preparing the site for the installation of a sport court facility. PCA is working with the WRA to determine scope of work required and next steps. The environmental assessment specialist from PCA has been engaged in the project.
- Meeting with WRA to discuss options for remediation scheduled for Oct. 11.
- "Capping" of the contaminated lawn bowling site is considered a low risk and economical remediation solution.
- The contaminated area is a legacy issue caused by past park management practices. Therefore PCA will contribute the cost of remediation should funds be available in 2019 (following a Feb. Management Team review of all 2019 budget pressures).
- PCA is working closely with the WRA to determine the required amount and type of soil for the capping process (based on specifications for the sport court surface, and to determine the appropriate timing of the remediation work.
- PCA is waiting for an engineered design of the capping and drainage for the sport court area that will support an asphalt subsurface for the sport court area.
- Once the design is finalized, the project will go out to tender.
- An engineered design has been provided to PCA, which will address to goal of capping the contaminated area.
- The WRA is currently reviewing this design against the requirements of the sport court surface.
- Final details have been worked out in relation to this project. Final engineering design should be received by Parks Canada in the coming months. Work to commence in spring of 2020.
- Tender for the capping work has been posted.
- Townsite manager will be the PCA liaison for this project once a tender is awarded.
- Bids came in higher than anticipated for this project. PCA is working with the Recreation Association on options for the project.
- Capping of the Lawn bowling area will begin on November 2, 2020 with completion of the project on November 9, 2020.
- This project is substantially complete. The consultant and contractor will return to site in spring 2021 to address any deficiencies.
- Capping inspection complete and meets requirements. Minor deficiency work remaining to replace a small amount of material removed during fall snow clearing.
- **Contractors have been contacted to clean up a few deficiencies;**

- i. the granular piles adjacent to the cap be evenly distributed in place.
- ii. The sod piles be removed
- iii. The swale area in the trees be evened out/smoothed over
- iv. The wooden lathes be removed.

**Once this is complete the lawn bowling green contaminated site project is complete.**

#### 17. Beach House Washroom and Shower Replacement

- Similar situation to 4 way stop project. Construction estimates received are significantly higher than the available funding. Additional funding is being sought internally.
- Big and Little beach house will remain in service for the 2019 summer season.
- Demolition and replacement of Big Beach House likely to begin in Sept. 2019.
- The contract for this work has been posted on the Government of Canada "Buy and Sell" website.
- Work is planned to commence immediately after labour day in September.
- There will be disruption to the walking path adjacent to the shower building and main parking lot that will require events such as the Outer Limits fun run to alter their normal routes. Event coordinators have been informed of this situation.
- Demolition of the main beach shower/washroom is well underway at the time of this report.
- Construction has started on the new shower/washroom and will continue throughout the winter. The goal is for the building to be operational in time for the May long weekend in 2020.
- Scheduled completion date is still planned for May Long weekend, but PCA is preparing for possibility of delays into June due to contractor.
- Contractor intends to have the building operational for May long weekend with full completion of the project by June 2020. Contingency plans are in place if the building is not operational by the scheduled date.
- PCA continues to work with the contractor to rectify deficiencies.
- Contract will not be considered complete until the building can be fully inspected and tested.
- The contractor for this project is back on site.
- Completion date is estimated as April 2021.
- Furnace and Water scheduled to turn on week of May 3. Final inspection / substantial completion scheduled for May 7, 2021. If there are no significant deficiencies / failures expected to open week of may 10.
- **Project complete and washrooms are open.**

#### 18. Solid Waste Management/Recycling

- PCA has determined that the state of the construction waste roll off bin located at the recycling depot in Waskesiu was unacceptable.
- In consulting with PCA asset management section, the volume of metal and other items piled beside/behind/in front of the roll-off bin was representative of the volumes they have removed in the past 2 years.
- The volume was more obvious this year because PCA did not have the resources to remove this material with any regularity.
- PCA has formed an internal committee to discuss options for the roll off bin service as well as recycling and composting in Waskesiu and PANP.
- PCA welcomes suggestions or ideas from council on ways to improve waste management in Waskesiu.

- The findings of the PCA committee will be shared with council for review and comment prior to any policy changes affecting residents and visitors.
- Currently PCA is exploring options to relocate the roll-off bin and potentially fencing it and staffing it for specified hours.
- This is being done in the context of solid waste management and recycling in all of Waskesiu.
- PCA intends to relocate the construction waste roll off bin to the “SX” storage area located adjacent to the Park Operations Centre.
- The area will be fenced and will have specified operating hours (7 days/week, 7:30am-4:00pm)
- PCA intends to have staff present at the site to monitor items being disposed.
- PCA asset management staff are working with suppliers to provide a metal/appliance recycling bin at this location also.
- PCA is investigating options for the collection of household kitchen compost in Waskesiu.
- Roll-off bin being re-located to fenced location in SX parcel near compound. Construction is underway and expected to be complete May 14. specified operating hours, 7 days/week, 7:30am-4:00pm
- Space is large enough for two bins, however no “bulky waste”/ metal bin will be provided at this time. PCA anticipates managing this waste inside the fenced area.
- **Barricades have been placed at the former roll off location and have been successful in deterring dumping in that location.**
- **Administrators of the Waskesiu Buy & Sell Facebook page have been supportive of the effort to stop dumping in the park and are encouraging on-line trade of unwanted items rather than the “Waskesiu Ikea” method.**
- **As per the coms. strategy, a waste management brochure is in the final draft stages. Intended to be distributed with summer bill out.**

#### **19. Waskesiu Water Quality Report**

- Submitted for Council Review and comment
- PCA has drafted a communications strategy to address elevated levels of THMs present in the 2020 water quality report.
- THM levels are not significantly high, but they are marginally higher than recommended / target levels (2020 = 119 µg/L, target = 100 µg/L).
- **As per the coms. strategy, communication pieces are currently in development.**