



## PARCS UPDATE #92 SEPT. 7, 2018 ENRICHING OUR CONVENTION

**This week our PARCS Board held an all-day meeting for the purpose of enriching our program for our 2018 convention on Oct. 19/20**



Above left, **Christina Taylor**, Director,

We decided to give you a behind-the-scenes look at the detailed planning we've done for our program menu and our hosting menu.



Above, clockwise from left:  
**Lynne Saas**, Co-ordinator  
**Linda Anweiler**, 2nd Vice-Pres.  
**Doug Allan**, 1st Vice-President  
**Sandy McVittie**, Director, NW  
**Ron Palmer**, Director, SE  
**Ron Cherkewich**, Director NE  
**Garry Dixon**, President



### **Our goals for our 2018 convention are:**

- **To inform** the administrators, councillors, mayors and reeves, & boards of OHs about:
  - The advantages of **regional planning**,
  - The **strategies for OHs and RMs to work together**,
  - The importance of having a **personnel policy** (staff handbook),
  - The process for **obtaining grants**,
  - The changes we have recommended for **elections in 2020**,
  - The changes we are recommending for the **Municipalities Act**,
  - **Current events:** OH's seeking RV status, the McKillop situation (see page 4)
- **To celebrate Parcs 35<sup>th</sup> Anniversary** since its formation.
- **To enrich** the program and the experience.
  - We aim to send you home well informed, well fed, having made new contacts with other administrators, councillors or board members.

## OUR ENRICHED PROGRAM FOR CONVENTION 2018

**Theme:** "Planning Together"

**FRIDAY MORNING, OCT. 19<sup>th</sup>**

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HALLWAY OUTSIDE THE ENTRANCES TO GARDEN CENTRE AND GARDEN SOUTH

**9:00**

**At the registration table:**

- Volunteers, **Darlene and Elanna**, will have an envelope with your registration information and name tag. If you haven't paid in advance, they will take your cheque, making a note of your payment and email address. Receipts will be sent by email, immediately after the convention. They will give you a green PARCS folder containing everything you will need for the two-day event. Along with the program for the two days (and writing paper), you will find a **package of information for the Saturday morning PARCS annual meeting** (which you may wish to examine before Saturday).

**Morning nutrition:**

- Please proceed to the Garden Centre / South and pick up your refreshments.

**Coffee, Tea or Juice, plus scones, butter and preserves, plus fruit salad**

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**10:00 am**

GARDEN CENTRE / SOUTH

*Welcome and Announcement from President Garry Dixon*

*Then groups will divide between the Estevan Room and the south end of the Garden Centre*

**10:10 am**

ESTEVAN ROOM (downstairs)

*Chair, PARCS 1<sup>ST</sup> Vice-President  
Doug Allan, RV of Candle Lake*

**Resort Villages**

**Planning with our neighbours**

**Panel:**

- Ross Wilson**, Mayor, RV of Lumsden Beach
- Joanne Brochu**, Waterwolf Regional Planning
- TBA**, Calling Lakes Planning Commission

**Final Perspective:**

- Jenna Schroeder**, Dir. Community Planning  
Ministry of Government Relations

GARDEN SOUTH

*Chair: PARCS President  
Garry Dixon, OH of N. Colesdale, RM McKillop*

**Organized Hamlets & RMs**

**RMs & OHs - Planning Together**

**Presenters:**

- Ron Palmer**, Councillor, RM N. Qu'Appelle
- Sherry Jimmy**, Reeve, RM of Meota

**Providing answer to your questions:**

- Colleen Christopherson**, Mgr, Advisory Services, Ministry of Government Relations

**Ross** will tell you how the communities in his neighbourhood went ahead and made plans to work together to solve a whole range of shared issues. **Joanne** will describe how they revitalized their regional group and ended up establishing a committee of neighbours that implemented a made-in-Lake-Diefenbaker plan to stop zebra mussels at their doorstep. Our **third spokesperson** will speak about sharing costs for establishing official community plans and zoning bylaws, plus planning to combat rural crime.

Besides being elected to their RM Councils, both of these presenters live in Organized Hamlet Cottage Communities: **Ron**, in the OH of Taylor Beach on Katepwa Lake and **Sherry** in the OH of Bayview Heights on Jackfish Lake. **Ron** has been working on a resource document to share with you. You may remember **Sherry** as our past-president who wrote the original *Tool Kit for Organized Hamlets* for PARCS.

**12:00 to**

GARDEN CENTRE / SOUTH

**1:00 pm**

**LUNCH – Build your own soup and sandwich (assorted breads, croissants, wraps, roast beef, smoked turkey, black forest ham, egg salad, cheese tray, lettuce, sliced tomatoes) Plus pickles, olives, onions, fresh veggies and dip; Soup of the day; Assorted squares; coffee, tea.**

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## FRIDAY AFTERNOON and EVENING, OCT. 19<sup>th</sup>

<b>1:00 to 2:00 pm</b>	ESTEVAN ROOM (downstairs) <i>Chair, PARCS Director of North West Region Sandy McVittie, Sutton's Beach, Jackfish Lake</i>  <b>Group A</b> <b>Planning to obtain grants</b> • <b>Christie Saas</b> (Christie Saas, Consulting, Moose Jaw)	GARDEN SOUTH <i>Chair: PARCS 2<sup>nd</sup> Vice-President Linda Anweiler, RV of Crooked Lake</i>  <b>Group B</b> <b>Planning for a staff handbook</b> • <b>Brian Schatz</b> , (Brian Schatz Consulting, Regina)
<b>Christie</b> will tell you how to locate grants, how to gather the information and prepare the budget. She will talk about the steps to writing your grant application and emphasize the importance of the follow-up report. She will provide a handout summarizing these steps.  Besides being a management consultant, Christie is the Executive Director for the South West District of Culture, Recreation, and Sport in Saskatchewan. Christie also has her certificate of Local Government Administration.		<b>Brian</b> will tell you about the importance of having a personnel policy (or staff handbook), even if you only have 1 or 2 part-time employees. He will provide a handout listing the important sections for your handbook.  Brian is one of the consultants who leads the Human Resources training for the Municipal Leadership Development Program (SARM).
<b>2:00 to 3:00 pm</b>	ESTEVAN ROOM (downstairs) <b>Group B</b> <b>Planning ways to obtain grants</b> (Repeat session)	GARDEN SOUTH <b>Group A</b> <b>Planning for a staff handbook</b> (Repeat session)
<b>3:00 to 3:30 pm</b>	GARDEN CENTRE / SOUTH <b>Nutrition Break – <i>Fun Dip, Fruit Kabobs &amp; Yogurt Dip (Strawberry, Pineapple, Watermelon) Assorted Mini Loaves with butter. Pitchers of apple and orange juice. Coffee and Tea</i></b>	
<b>3:30 to 4:30 pm</b>	GARDEN CENTRE / SOUTH <b>Planning Ahead for Elections in Cottage Country in 2020</b> <i>Chair: Ron Palmer, Parcs Director, SE</i> • <b>Colleen Christopherson</b> , Ministry of Gov't Relations, Advisory Services (Current Election Rules) • <b>Garry Dixon</b> , Parcs President (Elections Changes anticipated in 2020)	
<i>Break before the banquet</i>		GARDEN CENTRE / SOUTH
<b>6:30 pm</b>	<b>Cocktails before the Banquet – <i>Cash Bar</i> and stroll through the display of prizes</b>	
<b>7:00 pm</b>	<b>President's 35<sup>th</sup> Anniversary Banquet – <i>Chair, President Garry Dixon</i></b> <b>Entrees: Beef and Chicken, Rolls and butter, Field greens with two dressings, Four salads, Vegetables and dip, Pickle and olive tray, Cheese Platter, Seasonal hot vegetables, Cream puffs, Assorted tortes, cheesecakes and pies, Fruit platter, Coffee and tea.</b>	
<b>After dinner speaker: Planning to safeguard against Scams and Fraud</b> <i>Chair: Christina Taylor, Parcs Director, SW</i> • <b>Karen Smith</b> , Executive Director of Better Business Bureau of Saskatchewan <i>Karen will also share her recollections about being part of the formation of PARCS 35 years ago.</i>		

## SATURDAY MORNING, OCT. 20<sup>th</sup> – PARCS BUSINESS

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<b>8:00 to</b>	GARDEN CENTRE / SOUTH
<b>8:15 am</b>	<b>PICK UP YOUR BREAKFAST – <i>All Canadian Breakfast</i> – Assorted pastries, muffins and croissants, butter and preserves, Scrambled eggs and smoky bacon, Hash-browns.</b>
	GARDEN CENTRE / SOUTH
<b>8:15 am</b>	<b>Pick up breakfast from the buffet</b>
<b>8:30 to</b>	<b>REPORTS during breakfast</b>
<b>9:30 am</b>	<ul style="list-style-type: none"> <li>• <b>Garry Dixon – President’s Report</b> <ul style="list-style-type: none"> <li>▪ Parcs is recommending <b>13 changes for the Municipalities Act</b></li> <li>▪ <b>Current events:</b> OH seeking RV status; the McKillop situation (if info released)</li> </ul> </li> <li>• <b>Lynne Saas – Coordinator of Member Services Report.</b> <ul style="list-style-type: none"> <li>▪ Board’s decision to <b>use some of our reserves</b> during 2018</li> <li>▪ Board’s position on <b>aquatic invasive mussels</b> after our summer workshops</li> </ul> </li> </ul>
<b>9:30 to</b>	
<b>10:30 am</b>	<b>REGIONAL MEETINGS</b>
	<b>North West District:</b> GARDEN CENTRE, Chair: NW Director Sandy McVittie
	<b>North East District:</b> GARDEN SOUTH, Chair: NE Director Ron Cherkewich
	<b>South West District:</b> PRINCE ALBERT WEST (upstairs), Chair: SW Director Christina Taylor
	<b>South East District:</b> PRINCE ALBERT EAST (upstairs), Chair: SE Director Ron Palmer
<b>10:30 to</b>	GARDEN CENTRE / SOUTH
<b>10:45 am</b>	<b>Nutrition Break – <i>Scones with butter and preserves, Fruit salad, Pitchers of apple and orange juice, Coffee and tea.</i></b>
<b>10:45 to</b>	GARDEN CENTRE / SOUTH
<b>12:00 noon</b>	<b>ANNUAL MEETING</b>
	<ul style="list-style-type: none"> <li>• Call to order, motions on agenda and minutes of last meeting</li> <li>• Resolutions <ul style="list-style-type: none"> <li>▪ Introducing the Resolutions Committee</li> <li>▪ The 13 resolutions from the Board of Directors</li> <li>▪ Any emergent resolutions from floor <ul style="list-style-type: none"> <li>Copies must be provided for distribution</li> <li>Require a 2/3 majority</li> </ul> </li> </ul> </li> <li>▪ Financial Report</li> <li>▪ Highlights from Regional Meetings</li> <li>▪ Elections <ul style="list-style-type: none"> <li>▪ Introducing the Voting Committee</li> </ul> </li> <li>▪ New Business from Floor      • Adjourn</li> </ul>
<b>12:00 to</b>	GARDEN CENTRE / SOUTH
<b>1:00 pm</b>	<b>LUNCH – <i>Traditional soup and sandwich</i>, Soup of the day, Assorted sandwiches including turkey, roast beef, smoked ham and egg salad, made with assorted breads, Vegetables and dip tray, pickle and olive tray, Hot apple crumble for desert, Coffee and tea.</b>
	<b>A few words at lunch: <i>Barb Hanbidge</i>, Provincial Policy Specialist / Ducks Unlimited Canada</b>
	<b>Chair: Ron Cherkewich, NE Director</b>

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## SATURDAY AFTERNOON – KEYNOTE PANEL PRESENTATION

1:00 to GARDEN CENTRE / SOUTH

3:30 pm ***Who Owns the Water***

*Chair: President Garry Dixon*

*Introduction with some anecdotes from our  
Parcs directors.* 

Invited Panel Members:

- **Water Security Agency – Sam Ferris**
- **Sask Environment - TBA**
- **Community Planning - Eric MacDougall and perhaps Allan Williams**
- **Fisheries & Oceans Canada – TBA**

Have you heard about **the resort villages who are trying to get ownership of the land underneath their lake**, in order to regulate and protect it?

Did you hear about the cottage owner who had to work with the **federal office administering the Navigable Waters Act** in order to put up a buoy to stop boats from hitting an underwater rock?

Have you heard the Isle-a-la-Crosse story?

The list of question shown on the right has been forwarded to all of our panel members, asking that they include answers to these questions, along with the other useful information that they will bring us.

***Administrators of cottage community need to know the answers to these questions in order to best advise their councils.***

On July 30<sup>th</sup> of this year, **Allan Williams of the Community Planning Branch** invited PARCS to a meeting for the purpose of sorting out the various rules regarding dedicated lands and boat launches. Our president Garry Dixon, Director Ron Palmer and PARCS member, Marilyn LaBatte met Allan for this consultation. PARCS has just received Allan's 3-page summary, **DEDICATED LANDS AND BOAT LAUNCHES**.

We have invited Allan to be part of this panel presentation. We would like to give our members the opportunity to learn about this very useful document.

Again we say:

***Administrators of cottage community need to have this knowledge about boat launches in order to best advise their councils.***

***If your administrator will not be present at the convention, please consider sending your mayor, reeve, or one of your councillors.***

### Where do residents go for answers?

- Is it OK for residents to mark rocks in a lake with buoys and how are they to be marked?
- Can weeds be removed from the shoreline?
- Can dead trees be removed from the shoreline?
- What materials can be used to build docks?
- When is an Aquatic Habitat Permit required? From whom?
- When is a Shoreline Alteration Permit required? From whom?
- What are the regulations on boat operation near a shoreline and are wake boats under the same regulation?
- How close to shoreline are chemicals allowed to be sprayed?
- Do you need a permit to withdraw water from a lake? From whom?
- If I operate a water purification system in my home to treat water from a lake, can I put the discharge back into the lake or use it for irrigation in my yard?
- Can residents mark swimming area in the lake with buoys?
- Can I put a floating raft in a lake? Does it need to be marked?
- Do docks need to be marked with lights?

## CONVENTION 2018 - REGISTRATION

### CONTACT INFORMATION:

Cottage community (or association):

Contact person, name:

Phone number: Email address:

Easy registration. Copy this form and fill it in. Email it to:

[parcs@sasktel.net](mailto:parcs@sasktel.net)

We will confirm by email.

**CONVENTION** (Includes Friday lunch, Friday banquet plus Saturday lunch, all nutrition breaks)

#### Attending for both days

- Number of attending **members** (voting delegates):

Names: \_\_\_\_\_ x \$ 225 = \$ \_\_\_\_\_

- Number of attending **non-members**:

Names: \_\_\_\_\_ x \$ 325 = \$ \_\_\_\_\_

#### Attending for Friday (Day only)

- Number of attending **members** (voting delegates):

Names: \_\_\_\_\_ x \$ 125 = \$ \_\_\_\_\_

- Number of attending **non-members**:

Names: \_\_\_\_\_ x \$ 225 = \$ \_\_\_\_\_

#### Attending for Friday (Day plus evening banquet)

- Number of attending **members** (voting delegates):

Names: \_\_\_\_\_ x \$ 150 = \$ \_\_\_\_\_

- Number of attending **non-members**:

Names: \_\_\_\_\_ x \$ 250 = \$ \_\_\_\_\_

#### Attending for Saturday only

- Number of attending **members** (voting delegates):

Names: \_\_\_\_\_ x \$ 100 = \$ \_\_\_\_\_

- Number of attending **non-members**:

Names: \_\_\_\_\_ x \$ 200 = \$ \_\_\_\_\_

Extra banquet tickets (no spousal packages available):

\_\_\_\_\_ x \$ 40 = \$ \_\_\_\_\_

### **TOTAL FEES**

\$

\_\_\_\_ Fees are enclosed

\_\_\_\_ Fees will follow by mail

\_\_\_\_ Fees will be paid at convention

**Note – Registrations cancelled after October 1<sup>st</sup> will be invoiced for full fees.**

#### **REGISTER SOON by mail or email to:**

Lynne Saas, PARCS, Member Services

Box 52, Elbow, SK, S0H 1J0

Phone – 630-9698

Email – [parcs@sasktel.net](mailto:parcs@sasktel.net)

**HOTEL ROOMS** - We have reserved **20 rooms with two queen beds** and **10 rooms with one king bed** for Friday October 19<sup>th</sup> (and half as many for Thursday, October 18<sup>th</sup>, and a few for Saturday, Oct. 20<sup>th</sup>). **Phone: (306) 244-2311**

Rooms are being held on a first come, first served basis.

**You must reserve before Tuesday, Sept 18.** On that date, rooms will be released.

There are other hotels nearby but no rooms have been reserved: the Holiday Inn, at 101 Pacific Avenue - OR - Holiday Inn Express, 315 Idylwyld Drive N. To contact either, call 877-654-0228