

# Brightsand Lake Regional Park Authority



November 18, 2024  
7:30 p.m.  
SWDFRA Firehall

---

**Meeting called by:** Chairperson Clinton Parker      **Type of meeting:** Regular Meeting

---

**Facilitator:** Chairperson Clinton Parker      **Note taker:** Shiloh Bronken

**Attendees:** Board Members Present: Clinton Parker, Victor Hamm, Bonnie Davis-Schmitz, and Tara Gurnsey  
Board Members Virtual: John Florizone and Darcy Wildeman  
Guest[s]: Previous Board Member Jason Utz, Park Operations Manager Kim Gardner and Administration Shiloh Bronken

**Regrets:** Board Member: Paul Schiller

---

Call to Order by Chairman Clinton Parker at 7:28 p.m.  
Welcome to the Board Members and Guests.

## Minutes

---

**Agenda**      MOTION      11-2024-001      D. Wildeman

The Brightsand Lake Regional Park Authority adopts the November 18, 2024 Agenda as distributed.

**Carried**

**October 14, 2024 Regular Minutes**      MOTION      11-2024-002      T. Gurnsey

The Brightsand Lake Regional Park Authority approves the October 14, 2024 Regular Scheduled Meeting Minutes as presented.

**Carried**

**SaskEnergy Service Installation**      MOTION      11-2024-003      J. Florizone

The Brightsand Lake Regional Park Authority approves the installation of natural gas by SaskEnergy for service to the shower house in the Regional Park.

**Carried**

CP CHAIRPERSON  
JB ADMINISTRATION

MOTION

**Canada Summer Jobs – Youth Employment**

11-2024-004

V. Hamm

The Brightsand Lake Regional Park Authority requests Administration to complete the 2025 Canada Summer Jobs – Youth Employment for 10 positions as follows:

- Maintenance – 4 positions;
- Front Entry – 2 positions;
- Swimming Instructors – 2 positions;
- Recreation/Events – 1 position; and
- Groundskeeper/Golf Course Attendant – 1 position.

Carried

MOTION

**Maintenance Lead Position**

11-2024-005

J. Florizone

The Brightsand Lake Regional Park Authority approves the job description for the Maintenance Lead position as presented by Administration for consideration in 2025.

Carried

MOTION

**Park Operations Manager Report**

11-2024-006

D. Wildeman

The Brightsand Lake Regional Park Authority accepts the Park Operations Manager Report and verbal report as presented by Kim Gardner at the October 14, 2024 meeting.

Carried

MOTION

**Audit Tender 2024-2026**

11-2024-007

T. Gurnsey

The Brightsand Lake Regional Park Authority accepts the Audit Tender for 2024-2026 fiscal years as provided by Pinnacle Business Solutions. Furthermore, that Chairperson Clinton Parker is to complete the Engagement Letter as provided by Pinnacle Business Solutions.

Carried

MOTION

**Investment Options**

11-2024-008

D. Wildeman

The Brightsand Lake Regional Park Authority approves the investment of \$200,000.00 into a 1-Year Cashable GIC with an interest rate of 2.95%.

Carried

CP CHAIRPERSON

AB ADMINISTRATION

MOTION

**Concession Camping Site Agreement**

11-2024-009

T. Gurnsey

The Brightsand Lake Regional Park Authority approves the Concession Camping Site Agreement for 2025 as presented by Administration. Furthermore, that the Agreement be forwarded to the Concession Leasee for execution.

Carried

MOTION

**Accounts for Payment**

11-2024-010

D. Wildeman

The Brightsand Lake Regional Park Authority approves the Accounts for Payment as of November 18, 2024 in the amount of \$97,493.80 as presented and attached to the minutes.

Carried

MOTION

**Adjournment**

11-2024-011

J. Florizone

The Brightsand Lake Regional Park Authority adjourns the November 18, 2024 Meeting at 9:03 p.m.

Carried

---

***Other Information***

---

**Special Notes:**

***Next Meeting –At the SWDFRA Firehall when called by the Administration***

Cr CHAIRPERSON

SB ADMINISTRATION