

Brightsand Lake Regional Park Authority



February 3, 2025
7:30 p.m.
SWDFRA Firehall

Meeting called by: Administration Shiloh Bronken **Type of meeting:** 1st Meeting of New Board of 2025

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

Attendees: Board Members Present: Clinton Parker, Paul Schiller, and Bonnie Davis-Schmitz
Board Members Virtual: John Florizone and Victor Hamm
Guest[s]: Park Operations Manager Kim Gardner and Administration Shiloh Bronken

Regrets: Appointed Member from Town of St. Walburg
Appointed member from Rural Municipality of Mervin No. 499

Call to Order by Administration at 7:35 p.m.
Welcome to the Board Members and Guests.

Minutes

Administration called for nominations for the Chairperson position.

NOMINATION

Chairperson Nominations

02-2025-01

P. Schiller

That Clinton Parker is nominated for the Chairperson position for 2025.

MOTION

Nominations for Chairperson Cease

02-2025-02

V. Hamm

The Brightsand Lake Regional Park Authority cease nominations for Chairperson position for 2025.

Carried

Clinton Parker accepts the Chairperson position for 2025 and assumes the position at 7:36 p.m.

NOMINATION

Vice Chairperson Nominations

02-2025-03

C. Parker

That Victor Hamm is nominated for the Vice Chairperson position for 2025.

CP CHAIRPERSON

AB ADMINISTRATION

CP

Nominations for Vice Chairperson Cease

MOTION

02-2025-04

P. Schiller

The Brightsand Lake Regional Park Authority cease nominations for Vice Chairperson position for 2025.

Carried

Victor Hamm accepts the Vice Chairperson position for 2025.

NOMINATION

Executive Committee Nominations

02-2025-05

C. Parker

The Brightsand Lake Regional Park Authority appoints the following Directors to the Executive Committee for 2025:

- Clinton Parker, Chairperson;
- Victor Hamm, Vice Chairperson; and
- John Florizone, Director.

MOTION

Nominations for Executive Committee Cease

02-2025-06

V. Hamm

The Brightsand Lake Regional Park Authority cease nominations for the Executive Committee.

Carried

Clinton Parker, Victor Hamm, and John Florizone accepts the nomination to the Executive Committee.

MOTION

Agenda

02-2025-07

J. Florizone

The Brightsand Lake Regional Park Authority accepts the agenda as presented.

Carried

MOTION

November 18, 2024 Minutes

02-2025-08

P. Schiller

The Brightsand Lake Regional Park Authority approves the November 18, 2024 Minutes as distributed.

Carried

MOTION

2025 Brightsand Lake Regional Park Authority Appointments

02-2025-09

P. Schiller

The Brightsand Lake Regional Park Authority approves the 2025 Appointments for representation as attached to and forming part of the February 3, 2025 minutes.

Carried

CP CHAIRPERSON

AB ADMINISTRATION

CP

MOTION

2025 Development Appeals Board

02-2025-10

C. Parker

That pursuant to Subsection 214(1) of *The Planning and Development Act, 2007*, the Brightsand Lake Regional Park appoints Western Municipal Consulting Ltd. to manage the Development Appeals Board process for the term of January 1, 2025 to December 31, 2025, remuneration as set out in Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Development Appeals Board: Dave Gurnsey, Dave Thompson, Donna Rae Zadovny, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mike Waschuk, Stew Demmans, Tim Lafreniere, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, Stu Hayward, Pam Malach, Barry Clark, John Krill, Chirstopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick, Farrah Ovans, JayDee Mazier, Jordan Boyes, Kenneth Tan, Tyler Shandro, and Rick Leigh.

The Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the Chair does not include themselves among the appointees, the members appointed for a hearing shall determine the chair of that hearing from among their numbers.

Carried

MOTION

2025 Development Appeals Board Secretary

02-2025-11

C. Parker

That pursuant to Subsection 216(3)(a) of *The Planning and Development Act, 2007*, the Brightsand Lake Regional Park appoints Claudette McGuire with Western Municipal Consulting Ltd. as Secretary to the Development Appeals Board for the term of January 1, 2025 to December 31, 2025, remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If the secretary is unable to perform secretarial functions for reasons which may include scheduling difficulties Western Municipal Consulting Ltd. may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.

Carried

MOTION

Compensation for Casual Labour

02-2025-12

J. Florizone

The Brightsand Lake Regional Park Authority approves compensation for Daryl Goodfellow at a rate of \$32.00 per hour for 25 hours of casual labour services provided as submitted

Carried

MOTION

2025 Employment Opportunities

02-2025-13

P. Schiller

The Brightsand Lake Regional Park Authority approves the advertising as discussed, for the following positions in the 2025 Season:

- Entry Attendants;
- Operations Attendants;
- Recreational Activities Coordinator; and
- Swim Instructors.

Carried

CP CHAIRPERSON

SB ADMINISTRATION

CP

MOTION

Staggered Booking Dates for 2025

02-2025-14

J. Florizone

The Brightsand Lake Regional Park Authority approves the staggered booking dates beginning at 9:00 a.m. for the 2025 Camping Season as follows:

- More than 21 days in length: March 22;
- More than 14 days in length: March 29; and
- Minimum 1 day: April 1.

Carried

MOTION

Park Operations Manager Report

02-2025-15

P. Schiller

The Brightsand Lake Regional Park Authority accepts the Park Operations Manager Report, circulated and discussed, for January 2025 as submitted by Kim Gardner, with thanks.

Carried

MOTION

2024 Unpaid Taxes Correspondence

02-2025-16

B. Davis-Schmitz

The Brightsand Lake Regional Park Authority requests Administration to send correspondence to the Leaseholders with outstanding 2024 taxes as communicated by the Rural Municipality of Mervin No. 499

Carried

MOTION

Mill Rate and Tax Allocation Percentage

02-2025-17

C. Parker

The Brightsand Lake Regional Park Authority approves the 2025 Mill Rate as 3.4 and the tax allocation percentage to be twenty-five percent (25%). Furthermore, Administration to forward correspondence to the Rural Municipality of Mervin No. 499 with the request.

Carried

MOTION

2025 Annual Lease Invoices

02-2025-18

P. Schiller

The Brightsand Lake Regional Park Authority requests Administration to complete and distribute the Leaseholder Annual Invoices for 2025.

Carried

CP CHAIRPERSON

SB ADMINISTRATION

MOTION

2025 Disc Golf / Golf Sponsorships – Year 2 of 5

02-2025-19

P. Schiller

The Brightsand Lake Regional Park Authority requests Administration to complete and distribute the 2025 Sponsorship Invoices.

Carried

MOTION

Brightsand Lake Regional Park Authority Signing Authority

02-2025-20

B. Davis-Schmitz

The Brightsand Lake Regional Park Authority signing authority at Synergy Credit Union, including online payments, be revised as dual signature requirement as follows:

- Clinton Parker, Victor Hamm, or John Florizone; and
- Shiloh Bronken.

Carried

MOTION

Credit Card Authorization

02-2025-21

P. Schiller

The Brightsand Lake Regional Park Authority approves application for Kim Gardner, Park Operations Manager to obtain a credit card with Collabria under the Brightsand Regional Park Authority with a \$2,000.00 limit.

Carried

MOTION

Development Permit Application

02-2025-22

V. Hamm

The Brightsand Lake Regional Park Authority approves the Development Permit Application as circulated and discussed.

Carried

MOTION

Natural Gass Connection to Facilities

02-2025-23

B. Davis-Schmitz

The Brightsand Lake Regional Park Authority approves Lloydminster Plumbing and Heating quote dated January 28, 2025 with a cost of \$17,445.00 plus applicable taxes, to complete the following work:

- Shower House Gas Work;
- Installation of Stackable Dryer;
- Supply and Installation of Shop Heater; and
- Supply and Installation of Hot Water Tank.

Carried

 CHAIRPERSON
 ADMINISTRATION

MOTION

West Yellowhead Waste Resource Authority 2025 Agreement

02-2025-24 B. Davis-Schmitz

The Brightsand Lake Regional Park Authority approves Administration to complete the Front Load Collection Service Agreement with West Yellowhead Waste Resource Authority.

Carried

MOTION

Saskatchewan Regional Parks 2025 Annual General Meeting & Convention

02-2025-25 B. Davis-Schmitz

The Brightsand Lake Regional Park Authority approves Administration to complete three (3) registrations for the 2025 Saskatchewan Regional Parks Association Convention being held in Saskatoon from April 24 to 26, 2025, including rooms at the Sheraton Cavalier.

Carried

MOTION

Border Paws Animal Shelter – Ultimate Summer Survivor Raffle

02-2025-26 J. Florizone

The Brightsand Lake Regional Park Authority approves the contribution to the Ultimate Summer Survivor Raffle being coordinated by Border Paws Animal Shelter of the following:

- 3 Daily Passes; and
- 2 Nights of Camping in an electrical site.

Carried

MOTION

Correspondence

02-2025-27 V. Hamm

The Brightsand Lake Regional Park Authority approves the correspondence as circulated and discussed.

Carried

MOTION

Accounts for Payment

02-2025-28 J. Florizone

The Brightsand Lake Regional Park Authority approves the following payments:

- December 31, 2024 Final in the amount of \$5,491.48; and
- As of February 3, 2025 in the amount of \$7,181.25.

Carried

 CHAIRPERSON

 ADMINISTRATION

Trout Pond – Camera

MOTION

02-2025-29

C. Parker

The Brightsand Lake Regional Park Authority approves the utilization of an ice-fishing camera to investigate the winter conditions of the trout pond.

Carried

Adjournment

MOTION

02-2025-30

C. Parker

The Brightsand Lake Regional Park Authority adjourns the February 3, 2025 meeting at 9:40 p.m.

Carried

Other Information

Special Notes:-

Next Meeting – February 28, 2025 at 7:30 p.m. at the SWDFRA

CP CHAIRPERSON

AB ADMINISTRATION