

Brightsand Lake Regional Park Authority



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

Meeting called by: Administration Shiloh Bronken **Type of meeting:** Regular Meeting

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

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

Regrets: Paul Schiller and Appointed Member from Town of St. Walburg

Call to Order by Chairperson Clinton Parker at 7:32 p.m.
Welcome to the Board Members and Guests.

Minutes

Rural Municipality of Mervin No. 499 Correspondence – Appointee **MOTION** 03-2025-01 C. Parker

The Brightsand Lake Regional Park Authority acknowledges and accepts the correspondence from the Rural Municipality of Mervin No. 499 for the appointment of David Krywchuk to the Authority Board.

Carried

Agenda **MOTION** 03-2025-02 D. Krywchuk


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

Carried

February 3, 2025 Minutes **MOTION** 03-2025-03 V. Hamm

The Brightsand Lake Regional Park Authority approves the February 3, 2025 Minutes as distributed.

Carried

 CHAIRPERSON
 ADMINISTRATION

Capital Project List **MOTION**
03-2025-04 J. Florizone
The Brightsand Lake Regional Park Authority approves the Capital Project List as presented, to be attached to the minutes of March 3, 2025.
Carried

2025 Budget **MOTION**
03-2025-05 D. Krywchuk
The Brightsand Lake Regional Park Authority approves the 2025 Budget as presented, to be attached to the minutes of March 3, 2025.
Carried

2024 Statement of Financial Activities **MOTION**
03-2025-06 B. Davis-Schmitz
The Brightsand Lake Regional Park Authority accepts the 2024 Statement of Financial Activities as of December 31, 2024 as presented.
Carried

2025 Statement of Financial Activities as of February 28, 2025 **MOTION**
03-2025-07 V. Hamm
The Brightsand Lake Regional Park Authority accepts the 2025 Statement of Financial Activities as of February 28, 2025 as presented.
Carried

Accounts for Payment as of March 3, 2025 **MOTION**
03-2025-08 D. Krywchuk
The Brightsand Lake Regional Park Authority approves the list of Accounts for Payment as of March 3, 2025 totalling \$24,872.44.
Carried

In-Camera Closed Session **MOTION**
03-2025-09 V. Hamm
The Brightsand Lake Regional Park Authority moves to an In-Camera Closed Session at 8:22 p.m. pursuant to section 16(1)(b) *The Local Authority of Freedom of Information and Protection of Privacy Act*.
Carried

 CHAIRPERSON
 ADMINISTRATION

MOTION

Resume Open Session

03-2025-10

V. Hamm

The Brightsand Lake Regional Park Authority resumes Open Session of the March 3, 2025 meeting at 8:43 p.m.

Carried

MOTION

Park Operations Manager – 3-year Contract

03-2025-11

C. Parker

The Brightsand Lake Regional Park Authority offers a 3-year Contract for Park Operations Manager to Kim Gardner, beginning April 1, 2025.

Carried

MOTION

Front Entry Liaison Supervisor

03-2025-12

V. Hamm

The Brightsand Lake Regional Park Authority offers a 1-year Contract for Front Entry Liaison Supervisor to Tammi Rendle, beginning April 1, 2025.

Carried

MOTION

Park Maintenance Supervisor

03-2025-13

D. Krywchuk

The Brightsand Lake Regional Park Authority offers a 1-year Contract for Park Maintenance Supervisor to Daryl Goodfellow, beginning April 1, 2025.

Carried

MOTION

Park Maintenance Lead

03-2025-14

B. Davis-Schmitz

The Brightsand Lake Regional Park Authority offers a 1-year Contract for Park Maintenance Lead to Duncan Rendle, beginning April 1, 2025.

Carried

MOTION

Administration Recognition

03-2025-15

J. Florizone

The Brightsand Lake Regional Park Authority recognizes the efforts of Administration Shiloh Bronken with a token of appreciation in the amount of \$500.00.

Carried

 CHAIRPERSON
 ADMINISTRATION

Salary Grid

MOTION

03-2025-16 B. Davis-Schmitz

The Brightsand Lake Regional Park Authority approves the Salary Grid as presented for compensation in 2025.

Carried

2025 Fireworks Display

MOTION

03-2025-17 D. Krywchuk

The Brightsand Lake Regional Park Authority request the Park Operations Manager to book a fireworks display to recognize Canada Day Celebrations on Saturday, June 28, 2025.

Carried

Park Operations Manager Report

MOTION

03-2025-18 C. Parker

The Brightsand Lake Regional Park Authority accepts, with thanks, the March 3, 2025 Park Operations Manager Report as presented and verbally discussed with Kim Gardner.

Carried

Cabin Lease Annual Payment Increase

MOTION

03-2025-19 C. Parker

The Brightsand Lake Regional Park Authority increases the Cabin Lease Annual Payment by ten percent (10%) pursuant to section 4 of the Lease Agreement dated the 8th day of April 2020.

Carried

Bylaw 2025-01 to Establish an Emergency Management Organization

MOTION

03-2025-20 V. Hamm

The Brightsand Lake Regional Park Authority completes first reading of Bylaw 2025-01 to Establish an Emergency Management Organization at the March 3, 2025 meeting.

Carried



Development Permit Application

MOTION

03-2025-21 C. Parker

The Brightsand Lake Regional Park Authority approves the Development Permit Application as submitted for Lot 5, Block 1, Plan No. 66B09733, known as 244 in the South Subdivision, with the caveat that all setbacks are met.

Carried

 CHAIRPERSON
 ADMINISTRATION

MOTION

Memorial Cairn at Sedatan Beach

03-2025-22

C. Parker

The Brightsand Lake Regional Park Authority approves the installation of a Memorial Cairn at Sedatan Beach within the Regional Park with permission of the Ministry of Environment.

Carried

MOTION

Livelong Summerspiel Sponsorship

03-2025-23

B. Davis-Schmitz

The Brightsand Lake Regional Park Authority approves the sponsorship request for the Livelong Summerspiel in the amount of \$75.00 for 2025.

Carried

MOTION

Correspondence

03-2025-24

V. Hamm

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

Carried

MOTION

Adjournment

03-2025-25

C. Parker

The Brightsand Lake Regional Park Authority adjourns the March 3, 2025 meeting at 9:45 p.m.

Carried

Other Information

Special Notes:-

Next Meeting – March 17, 2025 at 7:30 p.m. at the SWDFRA Firehall

 CHAIRPERSON

 ADMINISTRATION