

Brightsand Lake Regional Park Authority



October 27, 2025

6:00 p.m.

SWDFRA Firehall, St. Walburg

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

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

Attendees: Board Members Present: Clinton Parker, Victor Hamm, Paul Schiller, David Krywchuk, and John Florizone [Virtual]
Guest[s]: Park Operations Manager Kim Gardner [7:15 p.m.] and Administration Shiloh Bronken

Call to Order by Chairperson Clinton Parker at 6:04 p.m.

Welcome to the Board Members and Guests.

Conflict of Interest declared for Agenda Item: 8.b. Building Permit Request by Chairperson Clinton Parker and Director Paul Schiller.

Minutes

Agenda **MOTION**
10-2025-01 P. Schiller

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

Carried

September 15, 2025 Minutes **MOTION**
10-2025-02 D. Krywchuk

The Brightsand Lake Regional Park Authority approves the September 15, 2025 Minutes as circulated.

Carried

In-Camera Closed Session **MOTION**
10-2025-03 P. Schiller

The Brightsand Lake Regional Park Authority moves to an In-Camera Closed Session at 6:07 p.m. pursuant to section 16(1)(b) *The Local Authority of Freedom of Information and Protection of Privacy Act*.

Carried

Resume Open Session **MOTION**
10-2025-04 C. Parker

The Brightsand Lake Regional Park Authority resumes Open Session of the October 27, 2025 meeting at 6:35 p.m.

Carried

 CHAIRPERSON

 ADMINISTRATION

MOTION

Golf Sub-Committee Terms of Reference

10-2025-05

V. Hamm

The Brightsand Lake Regional Park Authority acknowledges the draft Golf Sub-Committee Terms of Reference as circulated and discussed. Furthermore, that the Terms of Reference be forwarded to the Golf Sub-Committee through Director and Representative Paul Schiller for review.

Carried

MOTION

2026-2028 Concession Lease

10-2025-06

J. Florizone

The Brightsand Lake Regional Park Authority acknowledges the email from Shaun and Eric Marcoux dated September 22, 2025. Furthermore, that Administration amends the 2026-2028 Concession Lease and provides the following information:

- 2. The Term of this lease shall be in effect for three (3) years, commencing May 1, 2026 and ending on September 30, 2028.
- 11. The Tenant agrees to comply with all police, fire, sanitary, and other regulations imposed by any municipal, provincial, or federal authority or made by fire insurance underwriters, including but not limited to Saskatchewan Occupational Health and Safety and Saskatchewan Workers Compensation Board, and to observe and obey the regulations and other requirements covering the construction and maintenance of any buildings upon the Premises, and to save the Landlord harmless from any damages, charges, actions or costs for non-compliance with or violation of any laws, ordinances, regulations, and requirements, or for any liability for costs or for damages or injury to person or property resulting therefrom.
- Add under PROPERTY USE: The Tenant agrees to provide food service from May 15 to September 15 of each season.
- Remove TAXES/LEVIES.
- Clarify 7. That the Tenant is responsible for all garbage removal from the building and premises and placed in a Park garbage receptacle.
- Park Operations Manager will ensure that the air conditioner is replaced prior to the 2026 season.
- Authority permission to use "The Little Gem Concession".

Carried

MOTION

Dedication and Memorial Bench Policy

10-2025-07

P. Schiller

The Brightsand Lake Regional Park Authority approves the Dedication and Memorial Bench Policy as circulated, discussed, and revised.

Carried

MOTION

Minister's Order – Brightsand Lake Regional Park – Membership Amendment

10-2025-08

D. Krywchuk

The Brightsand Lake Regional Park Authority acknowledges and accepts the Minister's Order dated September 30, 2025, signed by Alana Ross, Minister of Parks, Culture, and Sport, removing the Town of St. Walburg from the membership of Brightsand Lake Regional Park.

Carried

 CHAIRPERSON

 ADMINISTRATION

MOTION

Bank Account Balances as of October 25, 2025

10-2025-09

P. Schiller

The Brightsand Lake Regional Park Authority accepts the presentation of the bank account balances as of October 25, 2025 as follows:

- Chequing: \$145,819.08;
- Saving: \$7,127.14; and
- Term 12 Month Cashable: \$200,000.00.

Carried

MOTION

Funds Transfer and Investment

10-2025-10

V. Hamm

The Brightsand Lake Regional Park Authority requests Administration to complete the following:

- Invest \$125,000.00 from the current Term 12 Month Cashable into a 15-Month Term at 3.3% (Locked and Non-redeemable);
- \$50,000.00 transfer from the Chequing Account and \$75,000.00 from the current Term 12 Month Cashable into a NEW Term 12 Month Cashable at 2.15%.

Carried

MOTION

Line of Credit – Synergy Credit Union

10-2025-11

J. Florizone

The Brightsand Lake Regional Park Authority requests Administration to engage with Synergy Credit Union for a Line of Credit.

Carried

MOTION

Special Meeting

10-2025-12

C. Parker

The Brightsand Lake Regional Park Authority calls a Special Meeting on November 7, 2025 at 7:00 p.m. at the St. Walburg and District Fire and Rescue Association Inc. Firehall for the following:

- Confirmation of Constitution
- Confirmation of Regional Park Bylaws.

Carried

MOTION

Constitution – 2025

10-2025-13

D. Krywchuk

The Brightsand Lake Regional Park Authority acknowledges the draft Constitution – 2025 as circulated and discussed. Furthermore, that Constitution – 2025 to be presented at the November 7, 2025 Special Meeting.

Carried

Ce CHAIRPERSON

JB ADMINISTRATION

MOTION

2025-03 Meeting Procedures Bylaw – 1st Reading

10-2025-14

D. Krywchuk

The Brightsand Lake Regional Park Authority completes first reading of 2025-03 Meeting Procedures Bylaw at the October 27, 2025 regular meeting.

Carried

2025-03 Meeting Procedures Bylaw – 2nd Reading

10-2025-15

V. Hamm

The Brightsand Lake Regional Park Authority completes second reading of 2025-03 Meeting Procedures Bylaw at the October 27, 2025 regular meeting.

Carried

MOTION

2025-04 Members Bylaw – 1st Reading

10-2025-16

P. Schiller

The Brightsand Lake Regional Park Authority completes first reading of 2025-04 Members Bylaw at the October 27, 2025 regular meeting.

Carried

2025-04 Members Bylaw – 2nd Reading

10-2025-17

J. Florizone

The Brightsand Lake Regional Park Authority completes second reading of 2025-04 Members Bylaw at the October 27, 2025 regular meeting.

Carried

MOTION

2025-05 General Bylaw – 1st Reading

10-2025-18

V. Hamm

The Brightsand Lake Regional Park Authority completes first reading of 2025-05 General Bylaw at the October 27, 2025 regular meeting.

Carried

2025-05 General Bylaw – 2nd Reading

10-2025-19

P. Schiller

The Brightsand Lake Regional Park Authority completes second reading of 2025-05 General Bylaw at the October 27, 2025 regular meeting.

Carried

Park Operations Manager Kim Gardner joined the meeting at 7:15 p.m.

Cr CHAIRPERSON
SB ADMINISTRATION

MOTION

2025-06 Abatement of Nuisances Bylaw – 1st Reading

10-2025-20

P. Schiller

The Brightsand Lake Regional Park Authority completes first reading of 2025-06 Abatement of Nuisances Bylaw at the October 27, 2025 regular meeting.

Carried

2025-06 Abatement of Nuisances Bylaw – 2nd Reading

10-2025-21

J. Florizone

The Brightsand Lake Regional Park Authority completes second reading of 2025-06 Abatement of Nuisances Bylaw at the October 27, 2025 regular meeting.

Carried

MOTION

Park Operation Report

10-2025-22

J. Florizone

The Brightsand Lake Regional Park Authority accepts the Park Operation Report as circulated, discussed, and presented by Park Operations Manager Kim Gardner.

Carried

MOTION

Lease Transfer – Lot 6, Block 4, Plan No. 77B11504 – South Subdivision

10-2025-23

J. Florizone

The Brightsand Lake Regional Park Authority approves the Lease Transfer due to the sale of the cabin on Lot 6, Block 4, Plan No. 77B11504 – South Subdivision in the Brightsand Lake Regional Park.

Carried

Director Paul Schiller declared a conflict of interest with the following item and left the meeting at 7:50 p.m.

Chairman Clinton Parker declared a conflict of interest with the following item, stepped down from the Chair position, and left the meeting at 7:50 p.m.

Vice Chairperson Victor Hamm assumed the Chair position at 7:50 p.m.

MOTION

Application for Building Permit – 234 Hill Avenue, South Subdivision

10-2025-24

J. Florizone

The Brightsand Lake Regional Park Authority approves the Application for Building Permit to remove existing covered deck roof and replace with new roof and partial enclosure at 234 Hill Avenue in the South Subdivision.

Carried

Director Paul Schiller and Chairperson Clinton Parker returned to the meeting at 7:55 p.m.

Vice Chairperson Victor Hamm stepped down from the Chair position at 7:55 p.m.

Chairperson Clinton Parker resumed the Chair position at 7:55 p.m.

Cr CHAIRPERSON

JB ADMINISTRATION

MOTION

Net New Seasonal Site Grant Program for Regional Parks

10-2025-25

D. Krywchuk

The Brightsand Lake Regional Park Authority acknowledges the Net New Seasonal Site Grant Program for Regional Parks with a revised application deadline of December 1, 2025. Furthermore, that Administration draft correspondence to Saskatchewan Regional Park Association that Brightsand Lake Regional Park is prioritizing existing infrastructure and that enhancements to existing services.

Carried

MOTION

Adjournment

10-2025-26

P. Schiller

The Brightsand Lake Regional Park Authority adjourns the October 27, 2025 meeting at 8:53 p.m.

Carried

Open Forum

Topics of Discussion

- Sudeten Memorial – plaque to be installed in spring 2026 with a park bench placed behind the monument.
- Saskatchewan Regional Park Association 2025 Wrap Up Conference

Other Information

Special Notes: *Next Meeting – SPECIAL MEETING: November 7, 2025 at 7:30 p.m. at the SWDFRA Firehall*

CP

CHAIRPERSON

SB

ADMINISTRATION