



2026 Annual General Meeting Agenda
July 4, 2026 at 11:00 a.m.
Maintenance Shop
Brightsand Lake Regional Park Authority [BSLRPA]

Agenda item:

1. Call to Order and Welcome by Chairperson
Introduction of Board Members and Park Team

Open Public Hearing for Bylaw 2026-01 to Control the Collection,
Storage, and Disposal of Sewage
2. Agenda Confirmation
3. Minutes of Past Meetings
 - July 12, 2025
 - November 7, 2025
4. Confirmation of the Following Park Documents:
 - Constitution
 - Regional Park Bylaws
 - Banking Institution
 - Executive Committee
 - Signing Authorities
5. 2025 Audited Financial Statement
 - 2026 Auditor Appointment
6. 2026 Budget
7. Open Forum
8. Adjournment

Brightsand Lake Regional Park Authority 2025 Annual General Meeting



July 12, 2025

11:00 a.m.

Brightsand Lake Regional
Park Maintenance Shop

Board Member Clinton Parker – Chairperson, Victor Hamm – Vice Chairperson, John Florizone, David Krywchuk,
Attendees: Bonnie Davis-Schmitz and Paul Schiller

Guest Attendees: Kim Gardner – Park Manager,
Shiloh Bronken – Administration

Public Attendees: As attached

Call to Order by Chairman Clinton Parker at 11:03 a.m..

Welcome to Board Members, Guests, and Public Attendees.

Minutes

Public Hearing Open

The Brightsand Lake Regional Park Authority opens the Public Hearing for Bylaw 2025-02 known as the Sewer Bylaw at 11:05 a.m.

MOTION

AGM-2025-01 P. Schiller

Carried

Agenda

The Brightsand Lake Regional Park Authority adopts the August 11, 2024 Annual General Meeting Agenda as presented.

MOTION

AGM-2025-02 V. Hamm

Carried

Administrator Shiloh Bronken read the August 11, 2024 Annual General Meeting Minutes

MOTION

August 11, 2025 Annual General Meeting Minutes

AGM-2025-03 D. Krywchuk

The Brightsand Lake Regional Park Authority approves the August 11, 2024 Annual Meeting Minutes as read.

Carried

MOTION

Town of St. Walburg Correspondence for Withdrawal from Membership

AGM-2025-05

J. Florizone

The Brightsand Lake Regional Park Authority acknowledges the correspondence received from the Town of St. Walburg dated June 23, 2025

Carried

MOTION

Brightsand Lake Regional Park Authority – Constitution

AGM-2025-06

V. Hamm

The Brightsand Lake Regional Park Authority acknowledges the Constitution of the Brightsand Lake Regional Park.

Carried

MOTION

Regional Park Bylaws

AGM-2025-07

B. Davis-Schmitz

The Brightsand Lake Regional Park Authority acknowledges the following Bylaws of the Brightsand Lake Regional Park:

- Regional Park 01-2022
- 2024-01 Building Bylaw
- 2024-02 Sewer Bylaw
- 2024-03 Open Fires and Fireworks
- 2025-01 Fire Prevention

Carried

MOTION

Brightsand Lake Regional Park Authority – Financial Institution

AGM-2025-08

J. Florizone

The Brightsand Lake Regional Park Authority acknowledges the financial institution of the Regional Park remains at Synergy Credit Union, St. Walburg Branch.

Carried

MOTION

Brightsand Lake Regional Park Authority – Signing Authority

AGM-2025-09

D. Krywchuk

The Brightsand Lake Regional Park Authority acknowledges the Signing Authority at Synergy Credit Union, St. Walburg Branch of the Brightsand Lake Regional Park Authority as any two of the following individuals:

- Clinton Parker
- Victor Hamm
- John Florizone
- Shiloh Bronken

Carried

Brightsand Lake Regional Park Authority – Executive Committee

AGM-2025-10

P. Schiller

The Brightsand Lake Regional Park Authority acknowledges the Executive Committee comprised of the following individuals:

- Chairman Clinton Parker
- Vice Chairman Victor Hamm
- Board Member John Florizone

Carried

MOTION

2024 Audited Financial Statement

AGM-2025-11

B. Davis-Schmitz

The Brightsand Lake Regional Park Authority accepts the 2024 Audited Financial Statement as presented by Pinnacle Business Solutions at the 2025 Annual General Meeting on July 12, 2025.

Carried

Open Forum

- 2025 Raffle – Mobi-mat; Wheel chair accessible park
- Parking changes adjacent to the Pumphouse, plans for expansion, historically the area south of the garbage bins, no overflow parking for cabin owners – areas indicated are not feasible; the changes are due to a congestion at the Main Office, garbage bin(s) access, large maintenance equipment, delivery trucks access
- South subdivision signage – additional that is proper indicating direction
- Firesmart Program – gov't initiative to complete basic maintenance, coniferous vs deciduous trees – thin out the areas – information provided to the package upon arrival
- "New" Pavilion area – bring in "tiny" homes, additional accommodations, glamping
- Group Sites increase amps available – apparently rated for 50 amp
- Boat Launch – rear tires fall off the cement, water levels, 2nd boat launch, WSA approvals
- Little public washrooms – sinks for consideration
- Seasonal Site Waitlists
- Traffic control on park roads, physical presence – CSO – night patrol, parking – congestion
- Weddings – pavilion and campsite (22)
- Concession – good choice of Leasee, good food
- Canada Day Celebration – fireworks great, opportunities for children
- Movie Nights – "Drive In"
- Road to the boat launch – widening proposed; invest and review current infrastructure with consideration of increased seasonal sites/patrons
- Road to the ball diamonds – signage, clearing out the bottom 6' of the trees; walking path consideration

Carried

MOTION

Public Hearing Close

AGM-2025-12

P. Schiller

The Brightsand Lake Regional Park Authority closes the Public Hearing for Bylaw 2025-02 known as the Sewer Bylaw at 11:57 a.m.

Carried

MOTION

Adjournment

AGM-2025-13

V. Schell

The Brightsand Lake Regional Park Authority adjourns the 2025 Annual General Meeting at 11:58 a.m.

Carried

MOTION

Adoption of 2025 Annual General Meeting Minutes

AGM-2026

The Brightsand Lake Regional Park Authority adopts the 2025 Annual General Meeting Minutes at the 2026 Annual General Meeting.

Chairperson Clinton Parker

Administration Shiloh Bronken

Brightsand Lake Regional Park Authority Special Meeting



November 7, 2025

7:00 p.m.

SWDFRA Firehall

Board Member Attendees: Clinton Parker – Chairperson, Victor Hamm – Vice Chairperson, Paul Schiller

Board Member Virtual: David Krywchuk and John Florizone

Guest Attendees: Don Altman
Shiloh Bronken – Administration

Call to Order by Chairman Clinton Parker at 7:00 p.m.

Welcome to Board Members, Guests, and Public Attendees.

Minutes

MOTION

Agenda

SM-2025-01

V. Hamm

The Brightsand Lake Regional Park Authority adopts the November 7, 2025 Special Meeting Agenda as presented.

Carried

MOTION

Brightsand Lake Regional Park – Constitution

SM-2025-02

P. Schiller

The Brightsand Lake Regional Park Authority acknowledges the Constitution as circulated and discussed.

Carried

MOTION

Bylaw 2025-03 Meeting Procedures

SM-2025-03

J. Florizone

The Brightsand Lake Regional Park Authority completes third reading with adoption of Bylaw 2025-03 Meeting Procedures at the November 7, 2025 Special Meeting

Carried

MOTION

Bylaw 2025-04 Assembly of Members

SM-2025-04

P. Schiller

The Brightsand Lake Regional Park Authority completes third reading with adoption of Bylaw 2025-04 Assembly of Members at the November 7, 2025 Special Meeting.

Carried

MOTION

Bylaw 2025-05 Regulate Brightsand Regional Park

SM-2025-05

V. Hamm

The Brightsand Lake Regional Park Authority completes third reading with adoption of Bylaw 2025-05 Regular Brightsand Lake Regional Park at the November 7, 2025 Special Meeting.

Carried

MOTION

Bylaw 2025-06 Abatement of Nuisances

SM-2025-06

P. Schiller

The Brightsand Lake Regional Park Authority completes third reading with adoption of Bylaw 2025-06 Abatement of Nuisances at the November 7, 2025 Special Meeting.

Carried

MOTION

Adjournment

AGM-2025-13

V. Schell

The Brightsand Lake Regional Park Authority adjourns the 2025 Annual General Meeting at 11:58 a.m.

Carried

MOTION

Adoption of November 7, 2025 Special Meeting Minutes

AGM-2026

The Brightsand Lake Regional Park Authority adopts the November 7, 2025 Special Meeting Minutes at the 2026 Annual General Meeting.

Chairperson Clinton Parker

Administration Shiloh Bronken



BYLAW REGISTER

Bylaw No.	Description	Adoption	Amendments	Repealed
01-2019	Zoning Bylaw	17-12-2019	03-2020	
02-2019	Septic Bylaw			2025-02
03-2019	Official Community Plan	17-12-2019	02-2020	
04-2019	Planning & Development Fee Schedule	30-11-2019		
2020	CONSTITUTION			2021
01-2020	Authority			2025-04
02-2020	Amendment to Bylaw 03-2019	29-10-2020		
03-2020	Amendment to Bylaw 01-2019	29-10-2020		
2021	CONSTITUTION	22-03-2021		2025
01-2021	Abatement of Nuisance	22-03-2021		2025-06
01-2022	Regional Park	09-05-2022		2025-05
2024-01	Building Bylaw	02-12-2024		
	Form A – Development Application			
	Form A – Building Permit Application			
	Form B – Building Permit Approval			
	Form C – Demolition/Move In Application			
	Form D – Demolition/Move In Approval			
2024-03	Open Fires & Fireworks	09-05-2024		
2025-01	Emergency Management Organization	17-03-2025		
2025-03	Meeting Procedures	07-11-2025		
2025	CONSTITUTION	07-11-2025		
	Appendix A: Oath of Member			
	Appendix B: Statement of Confidentiality			
	Appendix C: Code of Ethics			
	Appendix D: Public Disclosure Statement			

BYLAW REGISTER

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BRIGHTSAND LAKE REGIONAL PARK AUTHORITY

BYLAW REGISTER



BRIGHTSAND LAKE REGIONAL PARK AUTHORITY

2025 FINANCIAL STATEMENT OVERVIEW

For the Year Ended December 31, 2025



TOTAL REVENUE

\$614,546

▲ 10.4%

(2024: \$556,507)



OPERATING SURPLUS

\$18,945

▲ 114.6%

(2024: \$8,827)



TOTAL ASSETS

**\$1.304
MILLION**

▲ 1.0%

(2024: \$1,290,440)



NET ASSETS

**\$1.229
MILLION**

▲ 1.6%

(2024: \$1,210,476)

REVENUE BREAKDOWN

Total Revenue: **\$614,546** (2024: \$556,507)

	Camping Fees	\$288,783	47.0%
	Annual Fees	\$173,913	28.3%
	Grants & Donations	\$76,803	12.5%
	Park Amenity Fees	\$50,645	8.2%
	Rental Revenue	\$23,755	3.9%
	Interest Income	\$6,164	1.0%
	Gain on Disposal of Assets	(\$5,517)	(0.9%)

TOTAL REVENUE **\$614,546** **100%**



Revenue increased by \$58,039 (10.4%) over 2024, driven by higher camping fees, annual fees, park amenity fees and grants & donations.

EXPENSES BY CATEGORY

Total Expenses: **\$595,601** (2024: \$547,680)

	Wages	\$270,222	45.4%
	Repairs & Maintenance	\$110,339	18.5%
	Office Supplies & Administration	\$54,188	9.1%
	Amortization	\$48,470	8.1%
	Utilities	\$39,302	6.6%
	Professional Fees	\$28,980	4.9%
	Insurance	\$24,791	4.2%
	Telephone	\$5,380	0.9%
	Bank Charges & Interest	\$8,031	1.3%
	Other (Advertising, Small Tools, Sub-contracts)	\$5,328	0.9%

TOTAL EXPENSES **\$595,601** **100%**



Expenses increased by \$47,921 (8.8%) over 2024, primarily due to higher wages, repairs & maintenance and utility costs.

FINANCIAL POSITION AT DECEMBER 31, 2025

ASSETS

Cash	\$96,169
Term Deposits	\$250,000
Accounts Receivable	\$23,240
Prepaid Expenses	\$13,105
Property & Equipment	\$921,153
Investments (Lloydminster Co-op Equity)	\$206
TOTAL ASSETS	\$1,303,873



Total Assets
\$1,303,873

LIABILITIES

Accounts Payable & Accrued Liabilities	\$5,866
Deposits Received	\$750
Goods & Services Tax Payable	\$6,659
Provincial Sales Tax Payable	\$13,805
Deferred Income	\$47,372

TOTAL LIABILITIES **\$74,452**



Liabilities are low relative to assets.

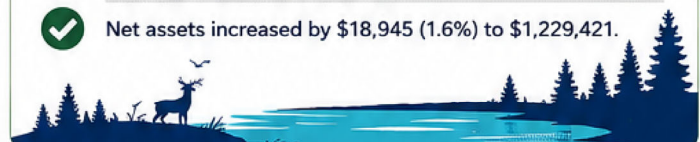


NET ASSETS

\$1,229,421

2025 HIGHLIGHTS

- ✓ Achieved an operating surplus of \$18,945, exceeding last year's surplus of \$8,827.
- ✓ Total revenue exceeded budget by \$99,296.
- ✓ Cash and investments increased to \$346,169 (up \$41,169 from 2024).
- ✓ Investments (term deposits) increased to \$250,000.
- ✓ Positive cash flow from operations of \$43,945.
- ✓ Continued investment in park infrastructure with property additions of \$4,899.
- ✓ Net assets increased by \$18,945 (1.6%) to \$1,229,421.





2026 BUDGET & CAPITAL PLANS

— Investing in Our Park, Our Community, Our Future —

**2026
BUDGET**
\$593,000



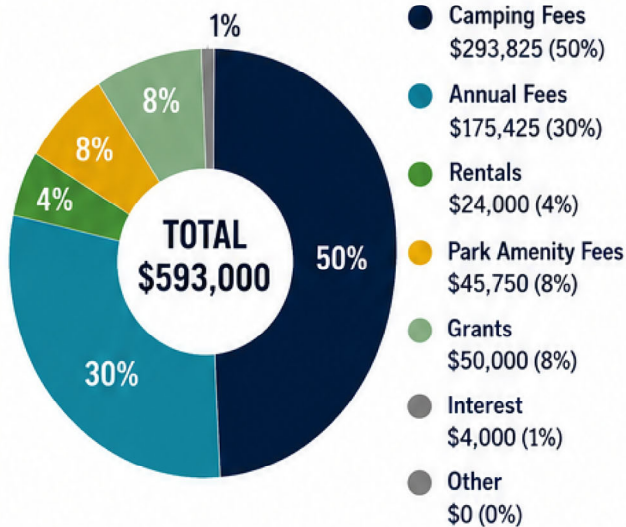
**BALANCED
BUDGET**

Revenues = Expenses



**SUPPORTING
A VIBRANT
PARK FOR ALL**

2026 REVENUE BREAKDOWN



2026 EXPENSE BREAKDOWN

	Park Business Expenses	\$51,500	9%
	Contract Services	\$142,500	24%
	Fac/Equip Maintenance	\$80,500	14%
	Operations	\$36,000	6%
	Payroll Expenses	\$282,500	47%
	Other Expenses	\$0	0%

TOTAL EXPENSES **\$593,000** **100%**

2026 CAPITAL PROJECTS PLAN

Total Capital Projects Budget: **\$50,000**

PROJECT	DESCRIPTION	BUDGET
Water System Upgrades	Improve water infrastructure and reliability at key locations.	\$20,000
Road Improvements	Gravel road repairs, grading, and drainage improvements.	\$15,000
Facility Upgrades	Upgrade park buildings, electrical, and interior improvements.	\$7,500
Park Enhancements	Park beautification, signage, and amenity improvements.	\$5,000
Golf Course Improvements	Drainage and course maintenance improvements.	\$2,500
TOTAL CAPITAL PROJECTS		\$50,000



These projects will strengthen our infrastructure, enhance visitor experiences, and ensure long-term sustainability of Brightsand Lake Regional Park.

KEY HIGHLIGHTS

- ✓ Budget supports daily operations and community programs.
- ✓ Continued investment in park facilities and infrastructure.
- ✓ Focus on providing quality services and a great experience for all visitors.

THANK YOU!



We appreciate the support of our visitors, members, partners, and community. Together, we make Brightsand Lake Regional Park a special place for everyone.

Brightsand Lake Regional Park Authority

Approved by the BSLRPA Directors on February 16, 2026 (Resolution: 02-2026-14).