

# Brightsand Lake Regional Park Authority



December 19, 2022  
7:30 p.m.  
Town of St. Walburg  
Council Chambers

**Meeting called by:** Chairman Ron Gramlich      **Type of meeting:** Regular Monthly Meeting  
Virtual: 827 7903 1771

**Facilitator:** Chairman Ron Gramlich      **Note taker:** Shiloh Bronken

**Attendees:** Board Members Present: Ron Gramlich, Victor Hamm, Bohdan Ewanchuk, Clinton Parker  
Board Members Virtual: Darcy Wildeman  
Guest[s]: Paul Schiller and Shiloh Bronken  
Regrets of Board Members: Kathy Daigneau and Bryan Van Tassel

Call to Order by Chairman Ron Gramlich at 7:35 p.m.

Welcome to Board Members and Guests.

## Minutes

### MOTION

#### Agenda

12-2022-001      B. Ewanchuk

The Brightsand Lake Regional Park Authority adopts the December 19, 2022 Agenda, as presented.

**Carried**

### MOTION

#### Minutes from November 7, 2022

12-2022-002      V. Hamm

The Brightsand Lake Regional Park Authority adopts the November 7, 2022 Minutes, as presented.

**Carried**

#### Manager's Report – Unavailable to attend this meeting

H. Mollenbeck was not in attendance; Chairman R. Gramlich provided a verbal report.

#### Trout Pond and Pavilion Updates

V. Hamm

Preliminary work to be completed this winter; clay fill to be hauled in;  
Information given to P. Schiller; To be completed by Fall 2023; No update from SaskPower.

**Water and Sewer Bylaw**

V. Hamm

Sent into the Ministry in 2019; Not approved at this time by the Ministry as they require an additional certified true copy.

**MOTION**

**St. Walburg and District Fire and Rescue Association – Fire Services**

12-2022-003

C. Parker

The Brightsand Lake Regional Park Authority approves Chairman R. Gramlich, Vice Chairman D. Wildeman, and Secretary K. Daigneau to sign the agreement for Fire Services with the St. Walburg and District Fire and Rescue Association, as attached.

**Carried**

**MOTION**

**Saskatchewan Regional Park Association**

12-2022-004

C. Parker

The Brightsand Lake Regional Park Authority approves Chairman R. Gramlich to update the advertisement as discussed.

**Carried**

**Chromebook Update**

D. Wildeman

Require additional Chromebook to be turned in for deletion prior to donation to Turtleford School, will get to St. Walburg to the Board.

**MOTION**

**Financial Reports – S. Bronken**

12-2022-005

B. Ewanchuk

The Brightsand Lake Regional Park Authority accepts the Statement of Financial Activities as of December 19, 2022 as presented.

**Carried**

**MOTION**

**List of Accounts for Payment as of December 19, 2022**

12-2022-006

V. Hamm

The Brightsand Lake Regional Park Authority approves the List of Accounts for Payment on December 19, 2022 totaling \$31,212.28.

**Carried**

**Bookkeeping Update**

R. Gramlich

Chairperson Ron Gramlich completed signing authority, CRA/ROE, etc. to date.

**Accounts Receivable/Accounts Payable Process**

R. Gramlich

Park Manager and Bookkeeper to complete processes for transparency and accountability.

**MOTION**

**Vantage Chartered Professional Accounts**

**12-2022-007**

C. Parker

The Brightsand Lake Regional Park Authority approves the signing of the engagement letter with Vantage Chartered Professional Accounts for Fiscal Year 2022.

**Carried**

**MOTION**

**Funds Transfer from Chequing to a GIC**

**12-2022-008**

V. Hamm

The Brightsand Lake Regional Park Authority approves Chairman Ron Gramlich and Shiloh Bronken to complete the transfer of \$40,000.00 from the general chequing account to a GIC with Synergy Credit Union, before December 31, 2022 for a one-year term.

**Carried**

**MOTION**

**Funds Transfer from Chequing to Savings Account**

**12-2022-009**

C. Parker

The Brightsand Lake Regional Park Authority approves the transfer of \$50,000.00 from the general chequing account to the savings account before December 31, 2022.

**Carried**

**Correspondence**

- Received Capital Grant of \$2,705.00 towards the replacement of washing machines, and campsite maintenance.
- Saskatchewan Regional Parks Accreditation [40 points]
- SaskParks AGM – April 14 & 15, 2023

**MOTION**

**Adjournment**

**12/2022-010**

D. Wildeman

The Brightsand Lake Regional Park Authority adjourns the December 19, 2022 Meeting at 9:30 p.m.

**Carried**



<b>Action items</b>	<b>Person responsible</b>	<b>Deadline</b>
✓ Confidentiality, Oath, and Disclosure Documents for next meeting	K. Daigneau	January 2023
✓ Water and Sewer Bylaw – Certified Copy to be forwarded	R. Gramlich & K. Daigneau	January 2023
✓ Welding Bottles – Inventory for cross reference	R. Gramlich	January 2023
✓ Start-up\Shut down procedures	R. Gramlich	January 2023
✓ SaskPower – Transformer [500kw]; improve golf course at golf course; line adjacent to Site 13 may need to replace – contact S. Stephenson	C. Parker	January 2023
✓ SaskParks AGM – Resolutions for consideration	R. Gramlich	January 2023
✓ Cabin Owner’s Association Appointee	D. Wildeman	January 2023
✓ Winter Inspections – Going Forward; snow plowing – resident interest	R. Gramlich	January 2023
✓ BSLRP – Keys returned from M. Ewanchuk - C. Montgomery has a set of keys	R. Gramlich	January 2023

### ***Other Information***

**Special Notes:**

***Next Meeting – January 16, 2023 \*Rescheduled for January 23, 2023  
Third Monday of each Month at 7:30 p.m.***

