

Brightsand Lake Regional Park Authority



January 23, 2023
7:30 p.m.
Town of St. Walburg
Council Chambers

Meeting called by: Chairman Ron Gramlich

Type of meeting: Regular Monthly Meeting
Virtual: 894 9557 7931

Facilitator: Chairman Ron Gramlich

Note taker: Tara Nedelec, Executive Member

Attendees: Board Members Present: Ron Gramlich, Victor Hamm, Clinton Parker, Tara Nedelec, Paul Schiller
Board Members Virtual: Darcy Wildeman
Guest[s]: Shiloh Bronken
Regrets: Heather Moellenbeck

Call to Order by Chairman Ron Gramlich at 7:38 p.m.

Welcome to Board Members and Guests.

Minutes

MOTION

Agenda

01-2023-001

D. Wildeman

The Brightsand Lake Regional Park Authority adopts the January 23, 2023 Agenda as presented.

Carried

MOTION

Chairperson Nominations for 2023

01-2023-002

V. Hamm

Victor Hamm nominates Ron Gramlich for the Chairperson position for 2023.

Carried

MOTION

Nominations Cease for Chairperson for 2023

01-2023-003

P. Schiller

The Brightsand Lake Regional Park Authority ceases nominations for the Chairperson position for 2023.

Carried

Ron Gramlich accepts the nomination for the Chairperson position for 2023.

MOTION

Vice Chairperson Nominations for 2023

01-2023-004

R. Gramlich

Ron Gramlich nominates Clinton Parker for the Vice Chairperson Position for 2023.

Carried

MOTION

Nominations Cease for Vice Chairperson for 2023

01-2023-005

P. Schiller

The Brightsand Lake Regional Park Authority ceases nominations for the Vice Chairperson position.

Carried

Clinton Parker accepts the nomination for the Vice Chairperson Position for 2023.

MOTION

Secretary Nominations

01-2023-006

C. Parker

Ron Gramlich nominates Tara Nedelec for the Secretary Position for 2023.

Carried

MOTION

Nominations Cease for Secretary for 2023

01-2023-007

P. Schiller

The Brightsand Lake Regional Park Authority ceases nominations for the Secretary position.

Carried

Tara Nedelec accepts the nomination for the Secretary Position for 2023.

MOTION

Signing Authority – Synergy Credit Union

01-2023-008

R. Gramlich

The Brightsand Lake Regional Park Authority authorizes the following individuals for Signing Authority at Synergy Credit Union:

- Ron Gramlich, Chairperson
- Tara Nedelec, Secretary
- Shiloh Bronken, Bookkeeper

Furthermore, that Kathy Daigneau be removed from the Brightsand Lake Regional Park Authority Signing Authority.

Carried

MOTION

December 19, 2022 Minutes

01-2023-009

D. Wildeman

The Brightsand Lake Regional Park Authority approves the December 19, 2022 Regular Scheduled Meeting Minutes as presented.

Carried

Business Arising from Past Minutes

Water and Sewer Bylaw

Copies hand delivered to Community Planning in Saskatoon

Inventory – Welding Bottles

5 Bottles Counted – 3 Oxygen and 2 Acetylene

Start-up and Shut-down Procedures

Procedures to be completed with the Park Manager for 2023, all employees to follow in Spring and Fall

SaskPower

No updates from SaskPower on the installation of 30 Amp Power into new Group Sites

SaskParks – Resolutions for AGM [February 24, 2023]

Winter Inspections

Chairperson has been completing

BSLRP Keys

Park Manager and Chairperson have a set of keys; Organized in the fall of 2022

MOTION

Manager’s Report – Chairperson Ron Gramlich

01-2023-010

D.
Wildeman

The Brightsand Lake Regional Park Authority acknowledges and accepts the Manager’s Report as presented by Ron Gramlich, with thanks.

Carried

MOTION

In-Camera Closed Session

01-2023-011

R. Gramlich

The Brightsand Lake Regional Park Authority goes to “In-Camera” Closed Session pursuant to *Freedom of Information and Privacy Act* at 8:18 p.m. and resume Open Session at 8:41 p.m.

Carried

Financial Report

The Brightsand Lake Regional Park Authority receives and acknowledges the Financial Report as of January 23, 2023.

MOTION

Accounts for Payment – December 31, 2022

01-2023-012

D. Wildeman

The Brightsand Lake Regional Park Authority approve the Accounts for Payment as of December 31, 2022 being cheques #5938 to #5941, Automatic Withdrawals, and Online Payments as attached to the minutes of January 23, 2023, totaling \$6,917.84.

Carried

MOTION

Accounts for Payment – January 23, 2023

01-2023-013

P. Schiller

The Brightsand Lake Regional Park Authority approve the Accounts for Payment as of January 23, 2023 being cheque #5942, Automatic Withdrawals, and Online Payments as attached to the minutes of January 23, 2023, totaling \$13,027.18.

Carried

MOTION

Stale dated 2021 Employee Payroll Cheques – Cindy Seguin

01-2023-014

D. Wildeman

The Brightsand Lake Regional Park Authority approve the re-issuing of two [2] payroll cheques for Cindy Seguin, being cheques #5943 for payroll period July 16-31, 2021 and #5944 for payroll period July 1-15, 2021, totaling \$1,971.65.

Carried

MOTION

New Business

2023 Budget for Discussion at February 2023 Regular Scheduled Meeting

Asset Management

- Aging Assets: Repairs and Capital Projects: Public Works Storage Shed [old shop – new siding/door; water shed – new seal around overhead door; computers; new pavilion – booster to assist with water supply

Northwest Mutual Aid: Contacts and Equipment

- Victor Hamm to take updated list to the group

RM of Mervin No. 499 – 2022 Tax Arrears

MOTION

2022 Tax Arrears – Rural Municipality of Mervin No. 499

01-2023-015

J. Florizone

The Brightsand Lake Regional Park Authority requests Shiloh Bronken to send out correspondence to the property owners for notification of outstanding 2022 tax arrears.

Carried



MOTION

Correspondence

01-2023-016

P. Schiller

- Lease Document Request
- Water Security Agency: 2022 Water Use/Water Levels
- Clark Supply: Lawnmower Pricing

The Brightsand Lake Regional Park Authority receives and files the correspondence as presented.

Carried

MOTION

Adjournment

12/2022-017

D. Wildeman

The Brightsand Lake Regional Park Authority adjourns the January 23, 2023 Meeting at 10:06 p.m.

Carried

Action items	Person responsible	Deadline
✓ Brightsand Lake Regional Park Authority Signing Authority	T. Nedelec	Next Meeting
✓ Start-up/Shut down Procedures	R. Gramlich and Manager	Next Meeting
✓ 2022 Auditor Checklist	R. Gramlich	Next Meeting
✓ Northwest Mutual Aid – Equipment and Contact Information	V. Hamm	Next Meeting
✓ Power bill for the Concession	S. Bronken	Before 2023 Season
✓ 2022 Tax Arrears Correspondence	S. Bronken	Next Meeting
✓ Lease Document Request	S. Bronken	Next Meeting
✓ Water Usage	R. Gramlich	Next Meeting

Other Information

Special Notes:

Next Meeting – February 13, 2023

Third Monday of each Month at 7:30 p.m.

