



**Kimberley Nature Park Society
Monthly Board Meeting
February 27, 2025
McKim Room 127**

Minutes

Present: John Henly, Laura Duncan, Andree Powers, Tim Chapman, Anna Malvin, Graeme Donaldson, Emma Lukas, Heather van der Hoop, Sharon Moorcroft, Jessica Harvey, Eva Boehringer, Dave Hale, Hasitha Muhandiram, Sue Cairns, Ryan McKenzie

Regrets: Jen McConnachie

1. Call to order: John called the meeting to order at 7:02pm
2. Adopt minutes of November 28, 2024 meeting
 - a. Moved by Andree Powers, seconded by Laura
 - b. Motion carried
3. Accept the Agenda as presented
 - a. Moved by Graeme, seconded by Eva
 - b. Motion carried
4. Kimberley Trails Society Update – Ryan
 - a. KTS finally received a letter of support from RCR for Musser’s Plateau refurbishment, so they now have everything they can go ahead with refurbishment with one small reroute near the top.
 - b. Also exploring a “hiker’s route” to Moe’s Canyon to avoid walking on Magic Line 3, though this is mainly on RCR property (no KNP coverage)
 - c. Winter grooming may wrap up early this year with warming trends; TBD based on weather, but always ends by April 1
 - d. Trail data: exploring an academic study partnership, also speaking with other stakeholders (KNC, Tourism Kimberley) about working together to get access to trail use data, perhaps supported by a grant
 - e. One trail incident recently where a walker and cyclist had an argument over right of way that led to the walker pushing the cyclist off the trail; RCMP spoke to the individuals involved.
 - f. Discussion of trailhead access plans/adjustments to improve accessibility and parking, but no movement as of yet. Potential to work on entrances with options for parking if there’s a group that wants to lead this effort. Potential to adjust Higgins entrance from gate to bollard posts, adding signage, etc.
5. City Liaison – Sue Cairns
 - a. City Accessibility Plan is still collecting input through a [survey](#), and Sue encouraged everyone to submit comments. The survey is open until mid-March.
 - b. City is applying for an active transportation grant to complete a trail from downtown to Morrison Sub, going around Centennial Field.
6. Financial Report – Emma
 - a. \$1,398 in income (mainly donations) and \$2,103 in expenses (mainly subcontractor costs)
 - b. Current balance of \$28,904
 - c. Emma located a PayPal account under a previous director’s name that had stored membership fees, and was able to transfer them to the KNPS account and change the credentials.

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- d. Followed up on tax receipts (Gary handles these)
 - e. [Project proposal form](#): Form to fill out when planning a project to consider potential costs, timelines, possible grant opportunities, and other financial details
 - i. Emma also asks anyone running a current project to fill this out so we have that info all in one place
 - ii. Action item: anyone working on current or proposed project, please fill out the form.
7. Correspondence/Communications - John
- a. City Operations Manager contacted John because there have been observations of flagging near Levirs, and the City isn't aware of why.
 - i. Tim explained they're near Swan, Ponderosa, then parallel to the boundary of Trickle Creek, but it's unclear where they're from. It's likely the Levirs burn unit
 - ii. Action item: Tim will confirm with Will Booth from the Kimberley Fire Department.
8. Unfinished business
- a. Responsible Recreation Code – Andree/Anna
 - i. Motion to follow 7-step plan outlined by email: Graeme moved, Jessica seconded
 - ii. Motion carried
 - b. KTS MOU – Andree/Anna
 - i. Draft version circulated via email prior to the meeting
 - ii. A few suggestions from board members: define initial term, consider language to address exceptions (e.g., emergency trail repairs after major weather events), add HBV.
 - iii. Discussion of section 7 (cross-boundary trails): is requiring a letter of support (LOS) an administrative burden? Change to notification (not LOS) when work is being done outside of KNP on a cross-boundary trail.
 - iv. Discussion of timing: should we do a short-term and long-term MOU, or just spend longer getting this one done?
 - v. Consider additional feedback from stakeholders: City, Will Booth, etc.
 - vi. Ensure alignment with our new Management Plan, add a list of definitions of terms (e.g., trail, sustainability, standards, use, non-motorized).
 - vii. Motion to continue work and address the above concerns, send to the board in two weeks, and bring it back to the March meeting: John, Sharon seconded
 - viii. Motion carried
 - c. Fundraiser at Center 64 - budget review
 - i. John explained that we're renewing our liability insurance, which will need to be adjusted to cover the fundraiser. Currently waiting for a quote and details on the additional coverage.
 - ii. Potential to advertise in the Bulletin, on the local radio stations, etc.
 - iii. Emma noted that several people mentioned at the AGM that they wished they had known they could donate and would have brought cash. Perhaps add a note to the marketing materials?
 - iv. Potential to sell t-shirts and memberships at the event
 - v. Motion to approve the plan with the caveat that costs

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will increase to cover the additional insurance: John, seconded by Graeme

vi. Motion carried

9. New Business

a. Trail Management Plan proposal – Andree/Anna

- i. Draft was circulated to the board by email, and no comments were received prior to the meeting.
- ii. Discussion of some adjustments, such as calling it a “maintenance framework” rather than a management plan, whether HBV should be included, adding definitions (e.g., sustainability in a physical trail context), emphasizing focus on trail maintenance only (not management of trail network), how KTS can weigh in.
- iii. John suggested speaking with Lisa Cox for input and including HBV as we manage it, work with KTS, maintain signage, etc. Also suggested that this is a living document that’s reviewed annually and updated as needed.
- iv. Action items: Andree and Anna will make changes as suggested above. Andree and Anna will also review HBV documents to ensure this framework will apply, and will connect with Lisa to review.

10. Questions about Committee Reports and Operations Manager report

- a. Interface fire: Conversation about several complaints of smoke during fuel prevention burns in the park. Last year KNPS responded to concerns (letters shared in the Board Drive), and Dave and Tim have prepared a document comparing burning vs. chipping, which will be internal and will be added to the workspace.
 - i. Committee met with Kimberley Fire Dept, who discussed their approach to considering venting conditions etc. before burning.
 - ii. Burning is planned for this year in several areas: Bear to highway, possibly Romantic Ridge area, KNC, WISA habitat (late fall), and lots of west side of city that’s not in the KNP.
 - iii. Fire Dept. is considering air monitoring during burns. We could also promote PurpleAir.com, which has multiple weather stations in Kimberley where people can check the air quality.

11. Interesting sightings: pine marten, six elk.

12. Motion to close regular meeting

- a. Moved by Dave, Graeme seconded
- b. Motion carried

13. Motion for in-camera session to discuss financing

- a. Moved by Eva, Graeme seconded

14. Motion to adjourn: Emma moved, Graeme seconded.

Meeting adjourned at 9:29pm.

Next Meeting: March 27, 2025, 7pm, McKim Room 127

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