



Minutes of the Kimberley Nature Park Society Annual General Meeting for 2024

January 23, 2025 | 7pm | Kimberley Elks Hall

Meeting called to order at 7:08pm by President John Henly

1. **Confirm a Quorum:** confirmed, 46 members in attendance
2. **Confirm the Agenda:** John displayed the agenda on screen, and it's also available on all tables
 - a. Jen McConnachie moved to confirm, Suzanne McAllister seconded
 - b. Motion carried
3. **Approval of January 25, 2024, AGM minutes (for Year 2023):** John displayed them on screen
 - a. Laura Duncan moved to approve, Gary Hicks seconded
 - b. Motion carried
4. **Approval of 2024 Financial Statement:** John displayed on screen and gave an overview
 - a. Jen McConnachie moved to approve, Dave Hale seconds
 - b. Motion carried
5. **Receive other reports on directors' activities and decisions since AGM**
 - a. John explained where the minutes are on the website for curious members to learn more about each meeting
6. **Election of Officers and Directors**
 - a. John displayed a list of returning, retiring, and nominated board members
 - b. **Executive Officers**
 - i. John Henly - President
 - ii. Jen McConnachie - Vice President
 - iii. Emma Lukas - Treasurer
 - iv. Heather van der Hoop - Secretary
 - c. **Incumbent Directors at Large**
 - i. Laura Duncan
 - ii. Dave Hale
 - iii. Graeme Donaldson
 - iv. Andree Powers
 - d. **New Nominees for Directors at Large:** bios were available on the tables, and each person who was able to attend said a few words about why they're excited to join the board
 - i. Hasitha Muhandiram (present)
 - ii. Jessica Harvey (regrets)
 - iii. Tim Chapman (present)
 - iv. Sharon Moorcroft (present)
 - v. Eva (Ava) Boehringer (regrets)
 - e. John asked if anyone objected to voting by batch, and there were no responses, so he requested a motion to elect the nominees as directors
 - i. Dina Hansen moved, Peter McConnachie seconded
 - ii. Motion carried
7. **Special Resolution – Approval of Revised Bylaws**

a. John explained the revisions to the Societies Act and thanked Jean Terlesky, Jen McConnachie and Gary Hicks for their work combing through the changes and requirements so that we could ensure we're compliant

b. Changes include:

General Meeting (AGM)

3.3 Notice of Special Business. Included for member information.

3.12 - 3.16 Voting. Clarification of how members vote.

3.17 Clarification on AGM resolutions.

Directors

4.2 The bylaws now state members in good standing over the age of 18 can vote at the AGM. The Act suggested stating an age limit if families are routinely members.

4.5 Term of Directors is stated as 2 years. Direction came from the Board. A suggested two-year commitment is needed to understand the work of the society.

4.6 Conflict of Interest section is strongly advised for inclusion by the Societies Act.

Part 5 Directors Meetings

This section has been simplified as per government templates.

Part 6 Board Positions

This section has been simplified and roles updated as per government requirements.

6.8 Electing Directors

The Board included this section to explain the election procedures of directors.

Eliminated from the 2017 Bylaws, as per Societies Act suggestions and templates

a) The use of the Society's Seal.

b) Borrowing; this section is not applicable. Should the need arise in the future, the Societies Act is

clear in its regulations how non-profits set about borrowing.

c) Auditor; An auditor is not required for the KNPS.

[Proposed new bylaws](#)

[Old 2017 bylaws](#)

c. John requested a motion to approve the updates

i. Jean Terlesky moved, Laura Duncan seconded

ii. Motion carried

8. President's Report for 2024–2025

- Sue Cairns is confirmed as official liaison from Kimberley City Council until September 30, 2026 ([Letter of Confirmation](#))
- Strategic planning process: Through CBT Nonprofit Advisors program, we were able to work with Ingrid Liepa to help us assess the state of the organization, survey the community, and develop a strategic plan to guide our work
- Google Workspace: Graeme Donaldson set up a workspace so all directors have KNPS email addresses and we share file storage in Google Drive, where we can collaborate in documents
- Updated bylaws (see above)
- Procurement Policy: Created a straightforward document to guide purchasing decisions to ensure fair practices and avoid conflicts of interest
- Updating Management Plan: Jen McConnachie spearheaded a project to update and streamline this plan, which guides operations. It's in final revisions at this point and we hope to finish it up this spring.
- Hired Operations Manager: Anna Malvin started working with us in October as KNPS's first paid staff member. It's currently a 6-month contract but we hope to extend it permanently.
- Grants: We were awarded several grants in 2024 from CBT, RDEK, City of Kimberley, Province of BC

- New kiosk maps
- Wildlife Camera project: identifying wildlife using various areas of the park
- Trail counters deployed to track traffic on various trails
- Numerous guided walks: approximately monthly outings in different parts of the park, with different focuses (e.g., wildflowers, solstice, animal tracks). One outing led a group of students from COTR to introduce them to the park.
- New t-shirts for sale
- “Responsible Pet Owner” signage on Sunflower Hill to remind park users to prevent dogs from chasing deer and elk, especially during vulnerable times (winter and spring)
- Firewood Salvage Program: John recognized Andy Miller, who leads the program, which supplies firewood to local households. ~25 truckloads, ~150 volunteer hours.
- Working closely with Kimberley Fire Department on fire interface issues and fuel treatment programs. John thanked the members of the Fire Interface committee for their work on this issue, which is very important for the city.
- Built strong relationships with City staff
- Laura Duncan recently led a delegation to the City to ask about long-term funding to support KNPS’s work, including Anna’s position

9. Plans for 2025

- HBV boardwalk replacement: RecSites and Trails BC has donated some money, and Anna will do a callout for volunteers in the spring
- Governance: We will pursue another CBT Nonprofit Advisors Program grant to focus on governance documents and organization
- KTS partnership agreement: clarify goals and overlap in operations
- Long-term grant application: Laura led delegation to city for this, to try to fund Anna’s position
- Trail and Structure Assessment: inventory so we can plan a repair/replacement schedule for bridges, boardwalks, signage, etc.
- Conservation and ecosystem assessment: find existing data and define scope for this project to better understand the ecosystems in the area we manage
- Monthly newsletter: Anna emails out to the list (sign up on our website)
- Invasive species assessment: Dave Hale worked with EKISC to get a boot brush and signage at the Campground entrance, and we’ve also had weed pulls in the past. The plan is to assess the current status of invasives in the park so we know what to focus on.
- Education program with McKim: past partners at the schools have retired or moved on, but we’d like to resurrect this program to get kids (grades 6 and 7) out into the park, focusing on education and conservation, as well as citizen science. Several board members are putting together a plan for spring 2025.
- Responsible Use Agreement: common agreement for trail use organizations on how we use trails
- Community engagement plan
- Fundraising events: The first one will be a movie night on April 11. Stay tuned for more info.

10. Acknowledgements of Retiring Board Members

Ingrid Musser-Okholm

Gary Hicks

Jean Terlesky

Laura Mckenzie

Darryl Oakley

- John thanked each retiring member and said a few words about their work.
- John said a few words in memory of Struan Robertson, who passed away in 2024. He

was instrumental in establishing and stewarding the Nature Park.

11. Motion to adjourn

- a. Peter McConnachie moved to adjourn, seconded by Andree Powers
- b. Motion carried

Meeting adjourned at 7:55pm

Following the meeting, Jamie Levine & Janice Strong presented on plants and their hidden secrets, featuring many of their own photos of the stunning East Kootenay.