



**Kimberley Nature Park Society
Monthly Board Meeting Minutes
April 25, 2024
McKim Library**

Present: John Henly, Laura Duncan, Emma Lukas, Gary Hicks, Graeme Donaldson, Laura McKenzie, Dave Hale, Ingrid Musser-Okholm, Darryl Oakley, Andree Powers, Jean Terlesky, Ryan McKenzie, Kayla Lissel (Giggling Gears)

Regrets: Jen McConnachie, Heather van der Hoop

Meeting called to order at 7pm

1. Accept the agenda

- Motion to accept the agenda: Graeme Donaldson, seconded by Ingrid Musser-Okholm
- Motion carried

2. Adopt minutes of March 2024 meeting

- Motion to adopt the March minutes: Gary Hicks, seconded by Laura Duncan
- Motion carried

2. Kimberley Trails Society Update – Ryan McKenzie

- Results from grooming satisfaction survey:
 - Most people stated they are happy--slightly more than last year.
 - Respondents identified as 50% fat bikers, 20% walkers, 16% xc skiers and 11% other
 - Only 1 “unsatisfied” response
 - Asked about the amount of grooming needed: 45% said more grooming, 45% said same as last year, 8% said less grooming
 - The idea is to shift grooming to different trails and create better loops rather than expand the trail network beyond what is there presently.
 - For the board’s interest, Lois Creek trail users gave similar answers on the survey.
- On April 24th, KTS partnered with KNP and the Freewheelers to work on Shapeshifter.
 - Huge turnout, 85 people managed to overhaul the trail in 1.5 hours.
 - Beverages and ice cream supplied.
- Trans Canada Trail, between the campground and Bootleg, will be the next group trail
- work party. May 11th, 10:00am, meet at the Campground entrance.
- Trail crews start in early May. There will be 4 trail crews this season for the network.
- Chainsaw certification course will run twice this year. Volunteers from the public are allowed to take the course.

3. City Liaison – Sue Cairns was not present.

4. Financial Report – Emma Lukas

- Financial statement was reviewed.
 - Motion to accept financial statement: John Henly, seconded by Darryl Oakley
 - Motion carried
- New banking arrangements/requirements;

Gateway to Nature



- KSCU has changed our classes of banking and small business account has switched over
- All authorized signers will have their own log-ins and have to contact the credit union to create passwords
- A hand-out sheet regarding procedure around expense reimbursement was circulated to directors.
- Switching over to QuickBooks for KNPS accounting;
 - Features: stores records, easier access to files and reports, tracks GST and PST
 - Cost is \$25/month. The cost will be brought down asap through discounts.
 - Emma will purchase receipt books for the board to use. Laura has old books and will give them to Emma.
 - Motion to switch to the QuickBooks system for all Society accounting: Emma Lucas, seconded by John Henly
 - Motion carried
 - Question: Has there already been a motion made to accept Quick Books? No one could accurately remember. (Note from Heather while formatting minutes: no previous motion; discussion in March 2024 but board wanted more info about costs before making this motion)

5. Correspondence/Communications.

- Ridetheory request for letter of support for HBV – John
 - Ridetheory had originally requested a letter of support, but decided right before the meeting not to go forward with HBV application this year, so no letter of support is needed.
 - Lisa Cox has concerns giving tenure to HBV because Rec Sites and Trails have different processes/protocols.
 - Lisa is interested in using tech (e.g., trail counters) to understand biking use in HBV, especially with new applications.
- Giggling Gears request for commercial use
 - Kayla Lissel was present and spoke to her request
 - She has been a riding coach/guide for 5 years with a PMBIA Level 1 certification and is requesting permission to use the KNP trail system to coach small groups. Kayla says Giggling Gears aligns with NP values.
 - Kayla asked the City what she needed to start a commercial bike coaching business in the NP, they told her to apply for a Business License with appropriate insurance etc.
 - John suggested Kayla's request to be under the jurisdiction of Lands BC and tenure. Jean recommended to phone Front Counter BC in Cranbrook and speak with a Resource Officer about tenure and Adventure Tourism applications in the Nature Park
 - Kayla requested a letter of support from the board. The board will write a letter once Kayla has chosen to complete the tenure application.
 - Motion to write a letter of support for Kayla Lissel/Giggling Gears for use of the NP trails to coach and guide small bike groups: Darryl Oakley, seconded by Laura McKenzie
 - Motion carried. Darryl will write the letter.
- Darryl observed that Tanglefoot Training Centre, a commercial business, is leading paid hikes in the Park. Is this the same as bike coaching and guiding?



- Jean will speak with Tanglefoot owner Heather Boucher to clarify.
- Related Action Item:
 - The board suggested that information be posted on our website for those wanting to operate a business in the KNP: explain permits, tenure and responsibility, etc. (not assigned)

6. Unfinished business

- Bob McDonald update – Graeme
 - The event is called “The Future is Now” and will be held at McKim, May 13th 2021.
 - Three sessions in innovation area: 9:30-12:00, 6:00-6:50 and 8:00-9:00. Bob McDonald’s keynote address is from 7:00-8:00
 - CE committee is sponsoring a table. Volunteers: Laura D, Heather, Graeme, Jean. Need more volunteers
 - Jean is developing questions for kids. Stickers will be given for correct answers--or good tries :)
 - The NP table will have the new pullup banner, display board with updated pictures, trail maps, and new KNPS stickers. A run of 500 stickers have been completed.
 - Graeme has tickets for the keynote. Let him know if you will attend.
- Committee reporting method – what are the expectations? - John
 - Prior to the meeting, John reviewed a new board procedure speaking to the board's responsibility for reading monthly committee reports prior to board meetings.
 - Expectation is that all chairs will send a monthly summary report to all directors to be read prior to the meeting.
 - Board members are responsible to read all reports sent by email.
 - If a situation arises that a motion is required at the meeting, notify John prior to the meeting and he'll put it on the agenda.
 - Question: If a motion comes from a committee does it then go to the board for resolution? Answer: yes.

7. New Business

- Revising the bylaws - John
 - The Society bylaws are not organized and vague.
 - All board members read through bylaws and take notes to be discussed at the next Board meeting, May 30th.
 - Important for the strategic planning session with Ingrid Liepa in June.
 - John will send the bylaws by email.

8. Committee issues & activities of note

- Questions or issues arising from Committee Reports
 - A few clarifying questions came forward.
 - Gary applied to an Environmental Assessment grant.
- May 7th, 6:00 to 7:00, presentation in the Marysville Fire Hall by Fire Chief, Will Booth. This year’s fuel management projects will be discussed.
- Dave summarized the meeting with Will and Dave regarding interface fire treatments in the park:
 - The City received 400,000 grant for fuel treatment



- WISA area piles will be burnt in the fall. 2 more hectares are to be treated under the current license. Another license is in the works for an additional 52 hectares of WISA area. A new license is required for the Romantic Ridge burn.
- Will's 5-year plan: Buffer maintenance; license to burn in the Fall.
- Nordic Center: re-applying for funding. Black Bear to Forest Crowne entrance will be burned this year.

9. Interesting sightings

- Darryl noticed a dog running a fox until it was spent. Location was around the Trickle-down trail. He heard the owner calling from a distance and when he caught up with her, relayed information about electric training collars.
- Gary and Dave also noted foxes and Ingrid 2 fox dens, though none were in the park.

10. Struan Robertson

- Struan passed away in April
- John would like the KNPS to officially recognize Struan.
- Send ideas to John to remember Struan's legacy. Perhaps something with birds?
- A Remembrance Gathering will be held June 1st at the St. Eugene Resort Pavilion, 1pm

11. Motion to Adjourn: Laura Duncan, seconded by Dave Hale

- Motion carried
- Meeting adjourned at 8:20 pm

Next Meeting – Thursday, May 30, 2024, at McKim Library