

Appendix F. Organized Events and Activity Screening

(Updated February 2018)

Preamble

The Province of British Columbia owns the land which contains the Nature Park. The Park lies within the boundaries of the City of Kimberley. The Province has given the City a License of Occupation over this land for the purpose of managing it as a Nature Park. The City has granted the Kimberley Nature Park Society the planning and stewardship responsibilities for the Park.

The Park management objectives clarify that the area is to be retained in as natural a condition as possible, and that recreational activities which have low impact, and which are compatible with each other, will be encouraged. Precedence is given to the protection of vegetation and wildlife over human use, when the two come into serious conflict. The City has recognized the Park in the Official Community Plan and has zoned the Park area for “non-motorized activities”.

Proponents of all activities in the Park should read the screening guidelines (below) and make a written application to the Kimberley Nature Park Society who will review all event proposals. Proponents for any commercial events within the KNP should also contact the City of Kimberley as the City holds the License of Occupation for the KNP and may require a business license as well as proof of liability insurance. The City can be contacted at 250-427-5311. The Province of British Columbia (250-426-1766) should also be contacted in the case of commercial events as they may require a Special Event Permit, proof of liability insurance, and letters of support before approving events on crown land.

The Kimberley Nature Park Society will not be an active sponsor or partner in competitive/commercial events held in the Park. Liability for all events is the responsibility of event organizers.

Preference will be given to events which:

- *Can demonstrate a low or minimal impact on flora, fauna, trails, and recreational users.*
- *Are compatible with the Park goals of Conservation, Education, and Recreation.*

- **Encourage Kimberley's citizens to get out and enjoy activities in the Natural World.**
- **Cannot be held outside the Kimberley Nature Park.**

Application information

1. There must be a local contact person with authority to make decisions quickly who the KNPS can contact in case of problems before, during, and after the event.
2. A written event proposal should be submitted to the KNPS. Three submission periods cover the calendar year:

Period 1: by 01 March for events before 01 July

Period 2: by 01 May for events before 01 November

Period 3: by 01 September for events before 01 March

Proponents should not publicly announce an event until it has been approved. Event proposals received by the suggested dates will receive first priority when being reviewed by the KNPS. Event proposals submitted after the suggested dates will not be approved once the limit of four events per summer (no snow cover) and four per winter (snow cover) season has been reached.

3. Proponents must include evidence of \$2 million of Commercial General Liability insurance with their proposal naming the Province of BC, the City of Kimberley and the Kimberley Nature Park Society as co-insured.
4. Motorized access is not permissible except for emergency vehicle access or, on some occasions with KNPS permission, for vehicles involved in trail preparation or repair.
5. Competitive racing events can impact vegetation and fauna as well as recreational users. No such events with more than 500 participants will be accepted. **A maximum number of such events using the KNP is 4 per year during periods of snow cover and 4 per year during periods where there is no snow cover.** Events which take place largely outside the Park and require the use of Park trails to make connections may, at the discretion of the KNPS, be exempted from these maximums ***provided they meet all the other KNPS event criteria.*** In order to obtain an exemption, proponents must be using the route through the Park with the least impact on Park values to connect to other trails and must demonstrate to the KNPS that their event cannot be run without the use of KNPS trails. Disruption to recreational trail users during events held in the KNP must be kept to a minimum.

5. All events will be accepted on a one-time basis. Events to be repeated in subsequent years must be approved again each year.

Trails

1. Conservation of natural values is a key concern for the KNPS and competitive races will be managed in a way to minimize their impacts on the Park and its other users while still hoping to provide a first class venue for these events. Trails/roads to be approved for use will depend on the type of race, season, etc. For example, a downhill mountain bike race is likely to be more impactful than a running race going up the same trail. Race proponents will need to be flexible, and work with the KNPS well in advance, to try to strike a balance.

2. Events which cause lasting damage to trails will not be accepted in subsequent years.

3. Some trails are often unsuitable for heavy use due to their steepness and susceptibility to erosion, particularly in wet/damp conditions. The following trails will not be approved for mountain bike racing: Creek Trail, Flume Trail, Cabin Trail, Stump Trail, The Suicide Trail (going down), Boulder Trail (travelled from North to South) and Talus and Summer Trails in Horse Barn Valley. Running and walking events proposing to use these same trails should have alternate routes ready for use if conditions are too wet/muddy. The KNPS will provide an event planner with 48hrs notification if alternate routes must be used.

4. A representative of the KNPS will discuss the proposed course with the proponent ASAP/practical after receipt of a proposal and will assess the ability of relevant trails to withstand the anticipated impact of the event in worst case conditions (very wet). The KNPS will require proponents to have alternate route plans prepared in case of wet weather. If reasonable modifications to the trails, in line with the KNPS's ongoing trail upgrades program, can be done before the event, this might allow an event to proceed where it otherwise would not be approved on the proposed course. This type of remedy will be to KNPS standards and under their direction and if other commitments prevent the KNPS volunteers from ensuring such a remedy can be undertaken, the event will not be approved on the proposed course.

5. No off trail travel is permitted in the Kimberley Nature Park. Wet areas on trails will be travelled through on the trail bed. If the event is a race, where passing of participants will be involved, written and pre-race verbal directions to the participants must make it clear that passing should only occur where trail width allows passing

without damage to vegetation or to the ground adjacent to trails. Some form of fencing may be required to prevent travel off the trail bed.

6. With approval of an event, proponents and the participants in the event will sign an agreement that will hold them completely/solely responsible for any trail/vegetation damage that might still occur. Areas of possible concern may be documented by the KNPS in photographs prior to an event and these will be used to determine the extent of trail damage. Proponents will need to fix trail/vegetation damage caused by the event, under KNPS direction and to KNPS standards, within 14 days of the event date

Other Information

1. All signage must be placed in a way approved by the KNPS and must be removed within 24 hours of the event. Signs warning recreational users of the event will be required. It is the responsibility of the proponents to supply, install, and remove these signs.

2. Parking is a concern to some of our neighbours, especially those at the Higgins and Swan entrances to the KNP. Large events (more than 25 participants) should avoid having participants or spectators park at these entrances. Alternative parking is available at the Campground entrance and at the Nordic trails entrance to the KNP or shuttles/carpooling could be used from other parking areas in Kimberley.

3. There may be times when some sections of the KNP are closed to events due to wildlife, vegetation, ecological restoration or other concerns.

4. Events will not be run when the forests have been closed due to extreme forest fire hazard.

5. Should any funds accrue to the KNPS as a result of an organized event in the Park, those funds will be spent on Park conservation or education initiatives.

Policy review

This policy will be reviewed as required.