



**Kimberley Nature Park Society  
Monthly Board Meeting Minutes  
Thursday, April 24, 2025**

**Present:** John Henly, Heather van der Hoop, Sharon Moorcroft, Dave Hale, Hasitha Muhandiram, Jessica Harvey, Tim Chapman, Anna Malvin, Ryan McKenzie

**Regrets:** Jen McConnachie, Laura Duncan, Graeme Donaldson, Andree Powers, Eva Boehringer, Emma Lukas

John called the meeting to order at 7:01pm

- 1) Adopt minutes of March 27, 2025 meeting
  - a) Sharon moved, Dave seconded
  - b) Motion carried
- 2) Accept the Agenda as presented
  - a) Sharon moved, Jessica seconded
  - b) Motion carried
- 3) Kimberley Trails Society Update – Ryan
  - a) Lots of the trail system is snow-free, and many trails are dry but not all
  - b) KTS will publish a social media post about spring conditions and how the snowmelt up high winds up seeping out, making lower trails wet again for a short time. The idea is to get trail users to think about whether they're creating ruts or deep footprints in soft trails, and if so, turn around.
  - c) Most of the main corridors have been cleared of downed trees, though secondary trails will take a bit longer. Reporting downed trees helps!
  - d) Currently hiring trail crew members, aiming for three people but waiting to hear back about a grant that will allow them to hire two more. Everyone will be working for the whole season.
  - e) Winter grooming survey: 79 responses, mostly positive and aiming to keep the loops the same size for next year.
  - f) Group grant: Excellent process of working with EDSI, and great info about economic analysis of trail systems. Grant was submitted mid-April and we should hear back in July.
  - g) E-dirtbike has been on Sunflower Hill and other non-KNP trails. Ryan is aware and suggested that anyone who sees a motorized vehicle on non-motorized trails should call the RCMP non-emergency line.
- 4) City Liaison – Sue Cairns was unable to attend, so no update from the city
- 5) Financial Report – Emma was unable to attend
  - a) Motion to approve \$100 petty cash for Anna's out-of-pocket expenses: Hasi moved, Sharon seconded
    - (1) Motion carried
- 6) Correspondence/Communications: none
- 7) Unfinished business
  - a) Movie Night Fundraiser – Anna
    - (1) Great success! Raised \$2,500, mostly positive feedback from attendees
    - (2) Lessons for next time: better Powerpoint manager in the tech box, let people know earlier that we sold out (although we posted on social media as soon as we did!), stick with draw prizes rather than trying to do a raffle, more nonalcoholic drinks (maybe cheaper?) and fewer beer options, a water cooler with cups would be great, Square was a great success.



- (3) C64 is increasing their facility rental prices a lot, so we may want to consider a different venue for future events.

b) CBT Governance Grant – John

- (1) Moving forward with consultant Neil Coburn. His CV is on the Drive for anyone interested.
- (2) Planning workshop will be similar to last year (evening + next full day)
- (3) Motion to approve budget of \$1,750 for consulting fee and workshop: John moved, Jessica seconded
- (4) Motion carried
- (5) Potential workshop dates are in June/July (Friday evening + Saturday all day): Heather will put together a Doodle poll and send to the board to vote on dates.

c) Governance Workshop – Sharon

- (1) Sharon attended and sent notes around to the board
- (2) Guidance was very valuable, and the facilitator is very experienced. She recommended picking and choosing changes, implementing individual pieces and letting them grow. It's a process. The facilitator shared that when she was on the board of the Kelowna Chamber of Commerce, it took them 10 years to implement all the changes they wanted to make to their governance.
- (3) She also emphasized the importance of all board members knowing the bylaws, reconsidering the structure of the board (operational vs. governance, committees vs. task forces), recruitment/training/retention, membership engagement. She was able to share some templates for director responsibilities, policy manual, annual work plan, etc.
- (4) Sharon's notes will help us develop deliverables for our work with Neil on governance. Discussion of some of those ideas, such as a board manual, committee restructuring (perhaps an operating committee?), annual work plan, etc.

d) Umbrella group: Recreation for Economic Development – Jessica

- (1) Discussed under KTS update, above

e) Invasive Species Assessment – Dave

- (1) Dave expects a kickoff meeting in May, and Jen will get the agreement finalized before then. Hasi and Jessica will also support. Tim noted that the EKISC field crew starts working May 12, which helps give us an understanding of timing.
- (2) Will continue to be reported to the board, and will also be reported to the City (since it's part of their mandate and the MOU)
- (3) Also still waiting to hear back about grant funding to support this project.
- (4) Deliverables: full inventory of 840 hectares, management plan to prioritize treatment
- (5) Discussion of whether this kind of project would fall under an operational committee, or operations manager (rather than being overseen by the board). Good question for Neil during governance conversation.

8) New Business

a) Summer portapotties at KNC: \$650 for the summer would be KNPS's portion of the cost

- (1) Idea is to have bathrooms at this very busy trailhead to prevent waste buildup in the woods near the trailhead.
- (2) Ryan suggested decreasing the number of portapotties during July and August to save on costs—we could have 2 units in May/June and 1 during July/August
- (3) Discussion about pros/cons of supporting and providing bathroom facilities at the trailhead.
- (4) Motion to support up to \$650 (may be less if we reduce the number in July/August): Jessica, Hasi seconded
- (5) Motion carried

9) Questions about Committee Reports and Operations Manager report

- a) none



#### 10) Interesting sightings

- a) Laura emailed about seeing 3 turtles and 2 mallards on Eimer's Lake today, and that algae is already starting to form on the lake.
- b) Many bear sightings on the trails have been posted on social media.
- c) Stream at Edge/Elbow is dry, so must have gone underground somewhere. Second Eimer's has no water.
- d) Fresh moose scat and footprints

#### 11) Motion to adjourn: Dave, Sharon seconded

- a) Motion carried
- b) Meeting adjourned at 8:10pm

**Next Meeting: 7pm, May 29, 2025, at McKim**

#### **Natural History Report**

- March 23 Outing: Bugs & Buds led by Sherrin Perrouault and Betty Baker
- April 27 Outing: a combination of KNPS (Anna Malvin) and Wildsight (Kim Urbaniuk) will present Sensational Senses for Kids , 10:00-12:00am at Higgins entrance
- Cameras: NH members are determining which kind of cameras to add to our supply.
- Eva Boehringer is investigating the possibility of using data management system called Wildtrax to store the photos from the Wildlife Camera project
- McKim: Chris Ferguson and Laura Duncan will be leading one of the classes involved in this program on a walk in the KNP on Friday, April 25. Further walks will be held in May.
- Landscape Photo Documentation Project: photos taken on or near the March Equinox have been collected
- Water Monitoring – the possibility of joining in a program run by Living Lakes called Lake Blitz is being explored
- Ecosystem Assessment – progress on deciding on contractor reported on by Jen, seeking funding will now proceed
- Calypso Count will begin in late May

#### **Interface Fire Report**

We have a request in for more info on a flagged treatment area south of Hoodoo View. And there was almost a prescribed burn in Levirs/Ponderosa Ridge. I am curious to know how these last minute communications are working out as these burns do or don't happen. We should have updates from Fire Dep by next meeting.

#### **Executive – John**

- Extension of Anna's contract – still under processing.

#### **Planning & Grants (ad hoc). Acting Chair – Jen**

The Planning and Grants Committee has had 4 key projects on the go in 2025:

1. **Management Plan Update:** We finalized the draft Management Plan Update and submitted it to the Ministry of Water, Land and Resource Stewardship (WLRS) for review on March 10<sup>th</sup>. WLRS confirmed receipt on March 13<sup>th</sup> and gave us a heads up that they don't know how long it will take to review on their end. They did indicate they will likely engage with the City directly, as they are the Licensee on record.

2. **Invasive Plant Management Plan:** We have engaged with the East Kootenay Invasive Species Council (EKISC) in December 2024 and they provided us a quote in January to complete an inventory of the Park and prepare a comprehensive Invasive Species Management Plan. We applied for the ReDi grant in February based on the quote and we expect to hear back in May. We will be looking into applying for the Domtar grant over the next couple of weeks and may seek to scope the ask so that if we get funds, we could apply them to either or both of the Invasive Plant Management Project and the Ecosystem Assessment. We met with EKISC in March to confirm the proposed work and they have begun the field planning. EKISC committed to not invoicing for any work until later in the year.



**3. Ecosystem Assessment:** It took over a year, but we finally completed the drafting of an RFP for a Park-wide assessment of ecosystems and habitats, which was offered to four consulting firms in February, ERM, EDI, Vast, and Keefer Environmental. We received two proposals (ERM and Keefer) and have since selected the Keefer proposal primarily based on cost. The proposal represents the first phase of the work, ecosystem mapping and habitat capability rating, needed to evaluate strategic objectives around ecological impacts of Park use. We applied for the Habitat Compensation Trust Fund in January and we are expecting to hear back in June. In the interim, we will need to determine alternative funding options as contingency if we don't get the funds, but also because there is a deficit between the potential grant and the total cost estimate for the project. We have not yet notified Keefer that they will be awarded the project (something for me to do in May).

**4. Grant Database and Grant Application Strategy:** On request earlier in the year, Anna prepared a spreadsheet list of possible grant options for our work. The committee will be reviewing the database and shortlisting the top 3 to 5 choices best suited for the Ecosystem Assessment project. We will also be fleshing out the database to outline Application requirements, due dates, and potential fund receipt dates for future planning.