



Kluane National Park Management Board  
PO Box 2132  
Haines Junction, YT, Y0B 1L0  
[kluanenpmb@gmail.com](mailto:kluanenpmb@gmail.com)  
Tel: 867-634-2746  
Fax: 867-634-2606

Meeting Minutes 11-24  
6:00pm, November 19<sup>th</sup> 2024  
KNPMB Office, Haines Junction

1. Call to Order

**Motion 01 11-24:** Elsabe motions to call meeting to order at 6:12pm, Robin seconds, approved unanimously. In attendance: Tom Buzzell (Chair), Elsabe Kloppers, Todd Chambers, Robin Chambers, Grace Southwick (remote), Darlene Small (remote) Ex-Officio Park Canada), Aynslie Ogden (Office Manager). Absent: Ellen Bielawski.

2. Review draft Agenda 11-24

**Motion 02 11-24:** Robin motions to approve the agenda, Todd seconds, approved unanimously with the following change:

- Agenda item 5.4 (Ellen's report on her review of the new ECCC Policy on Assessing Imminent Threats) deferred to next meeting

3. Review Minutes 10-24

**Motion 03 11-24:** Todd motions to approve Minutes 10-2024, Elsabe seconds, approved unanimously with no changes.

4. Presentations & New Business

4.1. Season overview for Asset Management – Jake Spence

- Jake presented a poster with highlights of KNPR's 2024 asset management program.
- Rising costs of goods and services are putting pressure on the asset management budget.
- The Board inquired about KNPR's dock replacement project, plans for maintenance of Mush Lake Road, and plans for maintenance work on the Cottonwood trail.
- The Kathleen Lake Road will be plowed by Parks Canada and kept open this winter.
- The Board shared they are noticing more winter use of the Rock Glacier trail.

4.2. Season overview for Resource Conservation – Craig Mckinnon

- Craig presented a PowerPoint to the Board, and shared a poster, with highlights of the team's work over the 2024 season.
- The Resource Conservation team consists of 5 programs and 9 staff – ecological integrity, visitor safety & human-wildlife co-existence, fire response, impact assessment and cultural resource management. The team had lots of staff changes this year.
- The ecological integrity team carried out sheep and moose aerial surveys. Counts were below average. There is ongoing work with YG to prevent sheep-vehicle collisions.
- The visitor safety team was involved in one rescue on Mt. Logan, one rescue in the icefields outside Juneau/Atlin, and three helicopter evacuations this year.

- The cultural team was involved in the Alsek River trip (with KNPMB), coordinated elder flights to Washburn and Kaskawulsh glaciers, and worked on a Kokanee project.
  - The fire response team provided support to forest health project, the Kluane farm prescribed burn and sent a crew to assist with the Jasper National Park fire.
- 4.3. Internship request
- ACTION 01 11-24: Aynslie to respond to inquiry to explain that there are no internship positions at KNPMB.
5. Old Business
- 5.1. Press release – KNPR Management Plan
- The press release on the release of the KNPR Management Plan was circulated widely. Tom has not received any media requests. Printed copies of the Management Plan will be available soon.
- 5.2. Final Agreement Boards Funding Review (Elsabe)
- The Board provided input to the UFA/FA Board and Committee Funding Renewal in a letter sent in June 2023. When KNPMB responded, it wasn't in a position to fully spend its budget
  - KNPMB automatically adjusting Board and Committee funding and honoraria rates for inflation.
  - To date the Board has only received a generic response
  - ACTION 02 11-24: Aynslie to share email update received earlier today from CYFN with the Board
- 5.3. ECCC Wolverine Management Plan, Second Jurisdictional Review (Todd)
- This is a broad, National plan that could be reviewed or adopted by local/ regional / provincial/ territorial management authorities (who could also adopt their own plan). Wolverine populations are divided into east and west; the population mostly gone in the east so focus is on the western population.
  - KNPMB will not develop a response at this time.
- 5.4. ECCC Policy on Assessing Imminent Threats (Ellen)
- Deferred to next meeting
- 5.5. Chair's Update
- 5.5.1. Letter to Minister Guilbeault – KFN Trapping Recommendation
- A letter with KNPMB's recommendation to establish a Kluane First Nation commercial trapping area in the Tachal region of KNPR was sent to Minister Guilbeault last week. The August 2024 letter from Chief Dickson that requesting the Board to make this recommendation and a map of the Tachal region was attached to the letter.
- 5.5.2. Portfolio discussions for Board Members
- Portfolios will be assigned as issues come up.
- 5.5.3. KNPMB Strategic Plan
- The Board will plan to set aside time in the new year to develop a workplan.
- 5.6. Site Manager's Update
- 5.6.1. Meeting with KFN and Trappers



- Darlene is working with Kristy Kennedy (KFN Director of Lands, Resources and Heritage) to plan a meeting. The meeting is tentatively planned for Burwash Landing in January. Meeting objectives:
  - 1) to help Park understand which furbearers and where traplines will be set, and
  - 2) to work through logistics of sealing of pelts
- Senior Conservation Officers in YG suggested a regulation change may be required to allow Park Wardens to seal pelts. Parks' legal team doesn't agree with this assessment. A meeting is to be scheduled discuss this further.

#### 5.6.2. Management Plan graphic design

- The graphic design of the Management Plan should be ready in early December.
- The Board will be able to see this before it goes to print.
- There were over 100 click-throughs from Kathy's email release (high engagement).

#### 5.6.3. Interim site manager

- Darlene to stay on for another month or so; may leave earlier if competition identifies new site manager before then. There will be overlap between Darlene and the new site manager. Grace will be involved in interview process.

### 6. Finance and Administration

#### 6.1. October 2024 Financials

- Aynslie provided a transaction report on the contractor and professional fee account that currently shows a negative balance of \$1,221.80. There is a negative balance because Sylvie had to adjust an entry that the accountant had moved out of this account and didn't re-enter that had to do with their payment and when they were applied to the books. The payment overlapped the fiscal change over and they applied our payment to an account we weren't using so it was sitting on the books saying we hadn't paid them. The only way to adjust it was to reverse an entry and re enter it, so this is why it is showing negative in this fiscal.
- **Motion 04 11-24:** Elsabe motions to accept financial statements, Todd seconds, accepted unanimously.

#### 6.2. Administrator's Update

##### 6.2.1. Open house swag, catering

- The following has been purchased for the open house:
  - Logo hats, notebooks and coasters from Yukon Apparel (~\$695)
  - Moccasins and a few small items from Da Ku (~\$350)
  - A fur from Elodie Dulac for the grand prize (~750)
  - Other small items will be purchased from Coast Mountain Sports
- Two quotes were received for catering – from Top Spot (Grace) and Little Green Apple (Mylene)
- **ACTION 03 11-24:** – confirm Grace for catering with a budget of \$2,500 (plus GST). Next time will go with other catering option

##### 6.2.2. Magnetic name tags ordered

- Magnetic name tags were ordered from Coronation Recognition as requested. They are white metal with the logo. Cost ~\$130. May arrive before open house (depending on Canada Post strike situation).

6.2.3. Renewal of McAfee Anti-Virus Software

- ACTION 04 11-24: Aynslie to get prices from Tangerine for IT support.

6.2.4. Tablets

- The Board indicated a preference to go paperless, but to also be mindful of e-waste.
- The Board indicated it would like to try using their own devices instead of purchasing new tablets, and receiving the next meeting package as a pdf.
- ACTION 05 11-24: Aynslie will send the next meeting package as a PDF portfolio (for those with Adobe Acrobat on their devices) and as a combined PDF (for those with Adobe Reader on their devices).

6.2.5. Cellphone options

- Aynslie is still working on getting cost estimates from Bell and Telus.
- It may be easier (but more expensive) to set up a business account.
- Setting up a personal account will either involve a credit check or pre-paying (which is a burden, administratively).

7. Updates or additions

8. Action Log Review

- See attached updates

9. Next Meeting Dates

- Christmas Open House: December 4, 2024 – set up at 2pm
- CAFN Lands and Resources Open House: November 27, 2024 at Da Ku
- Sheep working group meeting: December 6, 2024
- December Board Meeting: December 17, 2024 – CANCEL
- Dakwakada Festival: January 17-18, 2025 (tentatively)
- January Board Meeting: January 21, 2025

10. Adjournment

Motion 05 11-24: Robin motions adjourn, Todd seconds, approved unanimously.



Chair or Vice-Chair



Administration