



Kluane National Park Management Board
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Meeting Minutes 07-25

Tuesday July 17, 2025 at 6:00pm
Kluane Outdoor Inspirations, Silver City

1. Review draft Agenda 07-25

Motion 01 07-25 Grace motions to approve agenda, Ellen seconds, approved unanimously.

2. Review Minutes 06-25

Motion 02 07-25 Todd motions to approve the June 17th minutes, Robin seconds, approved unanimously.

3. Presentations & New Business

3.1. Request to comment on KNPR endorsement of proposed Management Plan for Grizzly Bear

- The Board could not provide an endorsement of the plan based on the information that was provided by Parks staff. Of particular concern, Parks could not confirm for the Board what First Nations consultation had taken place prior to the deadline.
- In future, Parks is asked to provide necessary briefing materials within the meeting package well before a deadline for the Board to provide a recommendation, so the Board can have an informed discussion at its regular meeting, and requests that Parks not seek management recommendations via email.

3.2. UFA B&C Gathering for Chairs and ED's August 20, 2025

- Our Chair and Office Manager are unable to attend the full meeting as it is during the day.
- Robin and/or Todd and/or Ellen are able to attend part of the meeting.
- **Action 01 07-25:** Aynslie to forward scheduler to Robin/Todd/Ellen/Tom to attend what they are able.

4. Old Business

4.1. Chair's Update

4.1.1. Draft Letter re KFN Trapline in entire Tachal region

- The Board reviewed the updated version circulated by Tom, that includes edits based on a legal review by KFN.
- **Action 02 07-25:** Aynslie to incorporate edits into a revised version to circulate to the Board, John and Craig, and KFN, for review.

4.1.2. Draft KNPMB Strategic Plan 2025-2028

- **Action 03 07-25:** The Draft Strategic Plan for 2025-2028 was approved, and adopted by the Board

4.2. Site Manager's Update

4.2.1. Contribution Agreement Options

- Discussion deferred to next meeting

- The Board discussed budget cuts that Parks Canada will be facing in the coming three years.
- Action 04 07-25: The Board asked Craig to bring an update on the hiring committee for the Resource Conservation Manager position to the next meeting.
- Action 05 07-25: The Board decided to provide \$300 in funding for hot chocolate, cookies for the Northern Nights Festival.

4.3. Debrief on Saugeen Ojibway Delegation (Ellen)

- Ellen provided a summary of her and Craig's June 15th meeting with the Saugeen Ojibway Delegation. The delegation has been touring national parks across Canada to gain insight into co-management arrangements.

5. Finance and Administration

5.1. June 2025 Financials

- Aynslie noted that she is still working on finalizing the 2024-2025 fiscal year end balance carry forward and noted that the balance sheet reflects a deficit position because it does not yet show the entry for the balance carried forward from last fiscal year into this fiscal year.

Motion 03 07-25 Elsabe motions to approve, Robin seconds, approved unanimously

5.2. Administrator's Update

5.2.1. Q2 Funding Request

- The second quarter funding request was shared with the board.
- Aynslie noted that the Board is spending close to its allocation, and that ensuring there is a balance in the bank account at the end of the quarter, before the next quarter's installment arrives, may become problematic. A more suitable financial arrangement should be discussed when negotiating the revised agreement (e.g. requesting all funds advanced at the beginning of the fiscal year, perhaps with a 10% holdback payable at year end).

Action 06 07-25: Aynslie to send Q2 funding request to Parks.

5.2.2. Updated FIDDIPI Calculation

- Aynslie calculated the balance owing, per the FIDDIPI clause in the agreement, for the term of the agreement using on Linaya/Elsabe/Christa's earlier approach to making this calculation. Aynslie recommends sending a separate letter from the Q2 funding request, requesting this amount as payment per this clause.
- The Board noted that the honoraria calculation needed to be updated to reflect the FIDDIPI Amount.
- Action 07 07-25: Aynslie to prepare FIDDIPI invoice and send to Parks Canada, per the calculation presented at the meeting.
- Action 08 07-25: Aynslie to update honoraria calculation and make note of this update within the invoice to Parks Canada.

5.2.3. Draft Delegation Request Form

- Aynslie presented a draft Delegation Request Form, prepared per the discussion at the Board's Strategic Planning Retreat.
- Action 09 07-25: Aynslie to post the Delegation Request Form on the website, making the process as encouraging and supportive as possible with regards to offering assistance to those wanting to meet with the board.

5.2.4. Table at Fireweed Market

- Action 10 07-25: The Board will attend the Fireweed Market in Whitehorse on September 18, 2025, from 3-7pm

5.2.5. Printing of Management Plan

- Action 11 07-25: Aynslie to circulate cost estimates for printing 100 and 150 copies of the Management Plan, for Board approval

6. Updates or Additions

7. Action Log Review

8. Next Meeting Dates

- July 18-20 CAFN GA (Klukshu)
- August 2-3 KFN GA (Duke Meadows)

Action 12 07-25: Aynslie to contact Grace Miller at KFN to book a table.

- August 21, 2025
- September 18, 2025, 3-7pm (Fireweed Market)

9. Adjournment



Chair or Vice-Chair



Administration