



Kluane National Park Management Board
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Meeting Minutes 08-25
Thursday August 21, 2025 at 6:00pm

1. Call to Order

Motion 01 08-25 Robin motions to call meeting to order, Todd seconds, approved unanimously.

In attendance: Tom Buzzell, Robin Chambers, Todd Chambers (online), Elsabe Kloppers (online), Ellen Bielawski (online), Craig Mckinnon, Aynslie Ogden. Regrets: Grace Southwick

2. Review draft Agenda 08-25

Motion 01 08-25 Ellen motions to approve agenda, Todd seconds, approved unanimously

- Introduction to Kellen deferred to next meeting.

3. Review Minutes 07-25

Motion 02 08-25 Robin motions to approve the July 25, 2025 minutes, Ellen seconds, approved unanimously.

- Update Page 3 August 21, 2025

4. Presentations & New Business

4.1. July 19, 2025 Letter re: UFAIP Funding Renewal Engagement

- No discussion.

5. Old Business

5.1. Chair's Update

5.1.1. Letter to Minister re trapping

- Letter has been sent. Expect a response within 90 days.

5.1.2. Draft KNPMB Strategic Plan 2025-2028

Action 01 08-25: Aynslie to Last sentence on p5 – add what the Board “does”

Motion 03 08-25 Todd motions to approve the draft Strategic Plan, Ellen seconds, approved unanimously

5.2. Site Manager's Update

5.2.1. Visit with CEO and VP of Parks Canada

- Meetings with CAFN, KFN and CEO/VP, planned for this past weekend, were cancelled

5.2.2. Hiring Committee for Resource Conservation Manager

- Position was posted last Friday. Indeterminate position / national posting for 3 weeks.
- Craig, HR Manager and representative from Nahanni National Park are members of hiring committee. Once an individual has been screened by the Committee they will be invited to meet with representatives from KNPMB, CAFN and KFN (as previously discussed).

5.2.3. Contribution Agreement Options

- Parks' Finance Manager could not attend the meeting this evening.

- Internal discussions initiated regarding FIDDIPIDI – requesting information from Board on how this affects budget, as part of the larger budget request going forward.
- Flexible Contribution Agreement approach is gaining popularity for how First Nations are funded. KNPMB is eligible to go with this approach. Agreements are amendable. Given full amount at the beginning of the year. If underspend, can retain this for future use (not considered carry-over).

Action 02 08-25: Craig to schedule Finance Manager to meet with Board at October meeting.

Action 03 08-25: Craig to bring example of Flexible Contribution Agreement to October meeting

5.2.4. Updated Implementation Plan for the Management Plan

- Work is still underway to finalize the implementation plan;

5.2.5. Prescribed Burn at Alder Creek

- Planning to go ahead with burn that did not go ahead as planned last year due to less-than-ideal weather conditions.
- August 28 to September 10 window (weather-dependent).

6. Finance and Administration

6.1. July 2025 Financials

- Balance sheet report
 - Shows how close we were last quarter to spending our bank account.
 - Retained earnings from the previous year has had an ~\$700 adjustment which we will need to reflect on Q3 invoice.
- Have not been paid for FIDDIPIDI Invoice sent July 27, 2025 \$10,100.02
- Starlink billing has been reduced (was ~\$190, now ~\$90).

Motion 04 08-25 Elsabe motions to approve, Robin seconds, approved unanimously

6.2. Administrator's Update

6.2.1. FIDIPPI Invoice / Honoraria adjustments

- Will need a motion from the board on when the adjustments would come into effect (e.g. back pay to start of 2025-2026 fiscal year).

Action 04 08-25: Aynslie to check in with YFWMB on honoraria rates that they are paying, for next meeting.

6.2.2. Management Plan printing cost estimates

- Arctic Star quoted \$1,715 for 150 copies and \$1,151 for 100 copies.
- Could also print off printer in-house if needed.

Action 05 08-25: Craig to share QR code for where the file can be downloaded in advance of Fireweed Market.

Action 06 08-25: Aynslie to order 100 copies.

6.2.3. Signing of FNBC documents

Action 07 08-25: All to drop by office to sign paperwork

7. Updates or Additions

8. Action Log Review

9. Next Meeting Dates

- Table at Fireweed Market - September 18, 2025 from 3-7pm (Robin, Todd, Ellen, Aynslie able to attend)
- Northern Nights September 19th-20th, 2025
- October 21, 2025 (Tom will be away)

10. Adjournment

Motion 05 08-25 Todd motions to adjourn, Ellen seconds, approved unanimously.



Chair or Vice-Chair



Administration