



Kluane National Park Management Board
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Meeting Minutes 07-26
Tuesday July 28, 2026 at 6:00pm

1. Call to Order
In attendance: Ellen Bielawski (via Teams), Tom Buzzell, Robin Chambers (via Teams), Elsabe Kloppers, Todd Chambers, Grace Southwick, Craig Mckinnon, Aynslie Ogden.
2. Review Draft Agenda 07-26
Motion 01 07-26 Grace motions to approve agenda, Todd seconds, approved unanimously
3. Review Minutes 06-26
Motion 02 07-26 Grace motions to approve minutes as amended, Todd seconds, approved unanimously
4. Presentations & New Business
 - 4.1. Presentation – Alpinist/climbing permits (Sean)
 - Deferred to next meeting
 - 4.2. Research in the park (Carmen)
 - Deferred to next meeting
 - 4.3. UFA B&C Coordination Hub Update & Survey for Leadership
Action 01 07-26: Todd lead the Board's response to the survey and will reach out if/when input is needed from the Board.
5. Old Business
 - 5.1. SMWG Update
 - The Board discussed the progress the inter-agency working group is making towards the drafting of the Sheep Management Plan.
Action 02 07-26: Request presentation from Rebecca/Christine at the September Board meeting – invite Parks representative on working group to attend (Carmen).
 - 5.2. KFN Trapping in the Park
 - The Board discussed some of the implementation challenges around KFN trapping in the Park.
Action 03 07-26: Continue discussion at August meeting
 - 5.3. Chair's Update
 - 5.4 Site Manager's Update
 - An update was provided on the Contribution Agreement renewal. Parks is unable to provide a flexible contribution agreement for the KNPMB because of clauses in the final agreement.
Action 04 07-26: Craig to send final Contribution Agreement via email for signing before the Board's next meeting.
 - An update was provided on the Forest Health program.
 - An update was provided on staffing in the Park.
 - Parks recently assisted the RCMP with a heli-rescue on the Three Guardsman.
 - Work to support the appointment of the new Canada representative is still underway.
6. Finance and Administration
 - 6.1. June 2026 Financial Statements

Motion 03 07-26 Todd motions to approve June 2026 Financials, Grace seconds, approved unanimously

Motion 04 07-26 Grace motions to approve 2026-2027 annual budget as presented, Todd seconds, approved unanimously

Action 05 07-26 – Aynslie to seek assistance from Joanne on

- Figuring out what \$971.75 in pre-paid expenses were (per request from Estrada & Tan)
- What accrued payable of \$1,876 refers to in Balance Sheet Report
- How to correct deferred income-retained earning on Balance Sheet Report
- How to correct retained earnings – previous year on Balance Sheet Report

6.2. Administrator's Update

- Aynslie has sent Letter of Direction requested from FNBC to clarify the name of the organization.
- FNBC account statement shows that the check was deposited to the account as directed by the Board at the last meeting. Aynslie was able to do an e-deposit via the FNBC App. Funds are on hold pending name clarification.
- Aynslie contacted FNBC to apply for a credit card and has provided them with requested documents. Currently awaiting response from FNBC.
- Aynslie has looked into options available to pay CRA Monthly Remittance, as it is not possible to do this through online banking (CRA is not set up with FNBC as a bill payee). Options include paying by check at teller in Whitehorse, paying with a debit card through the CRA portal (noting our account requires two signatures, so this is not likely possible), or keeping CIBC account active and paying as per our current process.
- Action item from last meeting - The KNPMB Operating Procedures do not require updating to reflect the new Office Manager wage
- Action item from last meeting – The last five years of actuals were appended to the meeting package, for information.

Action 06 07-26: Order FNBC checks to pay rent (if necessary – check with Brent)

Action 07 07-26: Aynslie to follow up with Alison at FNBC to see if any other information is required to obtain credit card

Action 08 07-26: Try to pay through CRA with FNBC debit card

7. Updates or Additions

8. Action Log Review

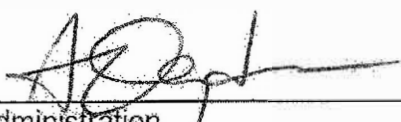
9. Next Meeting Date – August 25, 2026

Next Mountain Festival – tentatively November 13-14

10. Adjournment

Motion 05 07-26 Todd motions to adjourn at 8:30 pm, Grace seconds, approved unanimously.


Chair or Vice-Chair


Administration