

Village of Haines Junction Streetscape, Trail & Signage Strategy – A Master Plan

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Community Development Committee, Village of Haines Junction

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Acknowledgements

This project was initiated by the Community Development Committee of the Village of Haines Junction. They, supported by community input, are responsible for the main themes upon which this Master Plan has been built.

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Please note: the complete Master Plan also includes an A0-size plan map to be read in conjunction with this document



Introduction

Background

The Village of Haines Junction established the Community Development Committee with a mandate to provide citizen representation into community planning and development. The Committee identified a desire to upgrade the appearance of the community - to make it a more attractive place and to improve the overall quality of community life. To that end, the Committee prepared a Request for Proposals which identified specific areas for development and sought a comprehensive development plan for improvements to the Alaska Highway and Haines Road highway frontages, upgrades and expansion of the present trail system, and improvements to specific sites to make them more attractive and functional.

A multidisciplinary design team (including professionals in planning, landscape architecture, graphic design and interpretation) was retained to assist the Committee to prepare an overall Master Plan. The Master Plan provides a framework for the community to develop and undertake a range of specific projects and programs that together will realize the Committee's objective to improve the appearance of the community for residents and visitors alike.

At first, some of the solutions may seem to be self-evident - but the reality is much different. Past experience has shown communities often embark on a series of community improvements with the best of intentions, yet few are sustainable over time. Visible, tangible projects can usually generate the public support needed to find the capital dollars for construction, yet many rarely anticipate and appreciate the on-going work required for maintenance and refurbishment. Too often, projects focus on "quick fixes" (responding to symptoms rather than causes), fads and other short-term solutions without incorporating the programming and flexibility to adapt to changing needs and perceptions.

Every successful community development initiative starts with champions. This is the role of the Community Development Committee. Champions provide the impetus for change, but they cannot be expected to sustain change over the long term on their own – they need the ongoing support and involvement of the people of the community.

This Plan addresses the underlying issues that contribute to both the present challenges and the future opportunities, and proposes a variety of projects and programs that are complementary, sustainable and affordable. The programs and project reinforce each other. The master plan provides a framework for action and choices. It is not prescriptive, allowing the Community Development Committee and the municipal council the flexibility to decide which initiatives to undertake first based on interest, the specific resources available and priorities.

Core Themes

The Master Plan is built around a core set of themes that promote individual and collective action. The themes also reflect what is important in building a healthy, sustainable community.

These themes are reflected throughout the Master Plan and are the inspiration for the programs and projects listed within.



The following is a brief explanation of the context behind each core theme:



“Expressing Ourselves” is about creativity, the role of the arts and providing the opportunity for individual expression. Haines Junction has a diverse range of artists who work in a variety of media. They need places to play their music, exhibit their artwork and display their crafts. Communities that respect and foster the arts and culture attract visitors, new residents and build healthy, diverse economies. Residents that take pride in their gardens, and the appearance of their businesses and properties send a clear image to other residents and visitors alike.



“Welcoming Friends” is all about tourism and community pride. The tourism industry is a key component of the Haines Junction economy and it is changing. The majority of visitors still pass through on their way somewhere else. We must give them more reason to stay and provide the appropriate “welcoming” visual clues. As a highway community, first impressions count big. A neat, tidy community with signage in good repair and well-maintained businesses sends a positive signal to visitors. Acknowledging neighbours, such as the relationship with Haines, Alaska, also builds goodwill and positive relationships.



“Coming Together” is about celebrating community and community achievement. It is also about ritual, showing respect for First Nations and other cultures, and acknowledging the efforts of residents and others who are contributing toward making Haines Junction a good place to live and work. It is also about the power of special events to put the community on the map, such as the annual music festival, bike race etc. It also recognizes the importance of celebrating success when hard work results in a completed project or new program. Finally, it acknowledges the importance of partnerships and the principle that “many hands bring many different resources and make light work”.



“Doing My Part” is about individual responsibility and the opportunity for active participation. Whether it is sponsoring a community bench, landscaping personal property or participating in a community event or activity, it is through individual responsibility that there is the momentum for collective action.



“Stepping Forward” is similar in some respects. It has elements of individual and collective responsibility. The Community Development Committee is one example, where volunteers are taking the initiative to come together to design and implement this Master Plan. But more importantly, it is also about the future legacy - such as creating a community wide trail system - and fostering a culture of caring that will sustain the projects and programs over time.



“Celebrating Our Heritage” is about acknowledging where we came from, showing respect for those that came before us and who helped us along the way. It is about sharing the stories – of the community, of families and of individuals. It is also about experiencing, learning about and protecting the splendour of our natural heritage, through built works, stewardship programs and interpretation. Haines Junction is on the doorstep of one of the most beautiful wilderness areas in the world, and is home to a diversity of interesting and engaging people – what better reason to celebrate!

How to Use This Document

This Master Plan provides a framework for action. It outlines projects and programs to support the five core themes described above and to build the personal commitment required to make the initiatives viable for the long-term.

The document is a tool to assist the community and Village Council in making choices about which projects and programs they want to start first and which needed to be sustained over the long term to achieve community objectives. For example, it is unrealistic to expect a small group of volunteers to do all the work from raising funds for capital projects, organizing programs and doing the maintenance. It also doesn't make sense to focus solely on projects without the associated community involvement programming that builds a caring committed community.

The Master Plan provides a roadmap but not the route that must be followed. Priorities can and will change over time. Unexpected windows of opportunity may emerge that warrant a reconsideration of priorities. For example, should the weigh scale site become available, there would be more flexibility in how the day-use area could be developed. New government programs may emerge that create program or project funding opportunities. The key to the Master Plan is that it still provides an over-arching framework so the individual initiatives and programs remain on target and focused on the overall objectives.

Each of the initiatives listed in the Master Plan is colour-coded to reflect which themes the particular initiative supports. The individual projects are also coded to reflect "order of magnitude" cost and level of probable time commitment involved on the part of staff and volunteers.

The Master plan has also been designed to facilitate application for funding by breaking larger initiatives down into more manageable "chunks" that are not solely dependent on the efforts of the Community Development Committee or Council. Potential partners for each suggested activity and program are listed on a summary Program/Project Partners Chart (page 95). This recognizes the importance of building partnerships and sharing the work. The key is to provide a range of participatory options so individuals and organizations can find a suitable niche where they can contribute to the overall outcome. The property owner who simply cuts the grass in the adjacent road ditch or picks up litter is demonstrating their interest and commitment as well.

The Master Plan also provides a structure to support funding applications. It shows the funding agency that there is a well thought out plan backed by community support and that individual projects and initiatives do relate to a broader, positive community development vision.

The Master Plan discusses the program elements appropriate for key sites and suggests ideas and concepts that should be considered in detailed design. The concept plans are not landscape designs suitable for construction. Detailed site-specific design and costing is required before projects can be advanced to construction. Detailed design also considers the ensuing maintenance cost.

Measuring Master Plan Progress & Results

Measuring results is always a challenge, and involves both qualitative and quantitative measures. Again, the 6 themes provide a structure for measuring success. Appropriate measures of success would include:

- Community participation rates – are residents of all ages and backgrounds participating in the projects and programs?
- Visitor and resident comments – do visitors comment on the attractiveness of the community? Are resident's participation rates increasing from year to year?
- Is there a noticeable decline in vandalism and graffiti and a visible improvement in property maintenance?
- Number of Master Plan projects completed.
- Degree to which signage standards and maintenance guidelines have been adopted and followed to provide a consistent streetscape
- Level of donations/sponsorship by residents and businesses to specific projects and programs.
- Number, range and value of partnerships created to implement projects and programs
- Number and nature of awards received (e.g. Canada-wide Communities in Bloom)
- Level of volunteer participation
- Degree to which other communities recognize and use Haines Junction as a "benchmark" to design their own beautification programs
- Extent of media recognition (e.g. news articles, photographs*, magazine references, television)
- Level of related business activity such as visitors staying longer, purchasing more local art and crafts, attending festivals and events, etc.

* Note: there may be significant value in encouraging residents to contribute their own photographs (digital or print) of key events, scenic views, landscape features, etc to a common community image library. The Village could use such material in marketing and promotion, proposal writing and potentially make it available as stock photography (with proper credits and licensing).



Streetscapes, Trails & Key Sites Development

A Master Plan for redevelopment of a community's aesthetic, recreational and visitor image commonly consists of programmatic and project-based solutions intended to work together in a holistic manner to achieve a common goal. The solely project-based "if we build it they will come" approach common to many community development projects throughout the Yukon simply does not work. Far too many projects over the years have fallen into disrepair and disuse - some in an alarmingly short period of time after installation.

The state of disrepair usually occurs for two reasons. First, the initial project champions lose interest, seeing their job as done. Second, enough consideration is rarely given in the excitement of a new project to the nuts and bolts – the design and operational considerations that will make the project sustainable in the long term. It may also result from limited resources or because of changing community priorities for allocation of those limited resources.

Lack of use may occur because the level of community interest has been over-estimated. Once the novelty of a new facility or program wears off, there is not enough true interest to keep the initiative viable. Recreation trends, visitor expectations or population demographics can all change quickly. Lack of use can worsen quickly when a given site begins to show signs of disrepair or abandonment – the place no longer feels cared for, safe or pleasant to be in and people simply cease to use it altogether.

This formula for disappointment can also begin right out of the starting gate, through the lack of community buy-in or sense of ownership. This is often brought on by an arm's length relationship to a project, facility or feature and a lack of appropriate programming that draws people in to experience its opportunities. Citizens need a sense of ownership – they need to feel part of the life of the place.

The projects proposed as part of this Plan build upon those identified by the community as their priorities for improvement, redevelopment or new construction. They have been presented in a manner, which allows the larger components to proceed as a series of smaller projects, in “bite-sized” pieces that will ultimately form a cohesive whole. This approach, with its smaller scale and staged development, should not overwhelm the community's ability to implement or maintain them to an appropriate level.

The programmatic solutions suggested in this Plan are planned to occur in tandem with the site development initiatives. The program elements are intended to foster initial buy-in and community involvement throughout the life of the other projects. Some of the more overarching program elements – such as the “Village Gardeners” program – are intended to tie into many different projects and programs, to lead by example and help foster a culture of caring about the community and it's appearance.

The proposed projects and programs are presented here in three broad areas of focus:



Streetscapes, Beautification & Public Art



Walkways & Trails



Key Sites Development

Selected Programs & Projects – Streetscapes, Beautification & Public Art



1. “The Village Gardeners” – Seasonal Maintenance Crew

PROGRAM

Establishment of minimum two (2) Village Gardener positions each summer (16 weeks)

Workers to be “high profile” and “out-and-about”, with distinctive uniform, graphics on vehicle (donated?)

Responsible for installation and maintenance of annual flowers in Village-owned planters/beds, cutting grass in medians/parks, general upkeep of Village landscape areas including monthly checklist of condition of key areas and furnishings

Village Gardeners function as ambassadors, teachers

Village to lead by example, highlighting the importance of improved aesthetics to visitor appeal, civic pride





2. “Best Impressions” - Business District Improvement Initiatives

PROJECT/PROGRAM

Consider events, information for business owners such as presentations, workshops, information pieces

Key in on importance of appearance, maintenance, signage, etc to visitor and resident perception of business

Keep cost modest (free?) to encourage broad participation

Include pre-workshop tasks such as photographing property (camera exercise with disposable cameras) from business community and from visitors/residents views

Show lots of examples/inspiration shots from communities that have launched *Great Streets* or similar beautification programs

Provide information/presentation on signage graphic design principles

Focus on community-specific checklist of simple, inexpensive methods to improve frontages/appeal (e.g. harmonizing colours, fonts, graphics, etc)

Provide certificate from local/Yukon businesses for discount on design/installation of new signage, landscaping, painting, etc

May develop into on-going business district improvement initiative similar to Whitehorse's *Main Street Yukon* initiative – requires a champion in the local business community to carry forward





3. “Flags Aflutter” – Flag Exchange Program, Street Banner Program

PROGRAM/PROJECTS

a. Flag Exchange Program

Increase the number of flags flown by businesses in the community, replace older flags

Flying only flags that are in good condition shows respect for visitors and residents and is welcoming to pass-through traffic

Foster reciprocal arrangement with various communities in Alaska – including flag exchange ceremony in each community (annually, biannually) on July 1st, July 4th holidays

b. Custom Banner Design & Installation

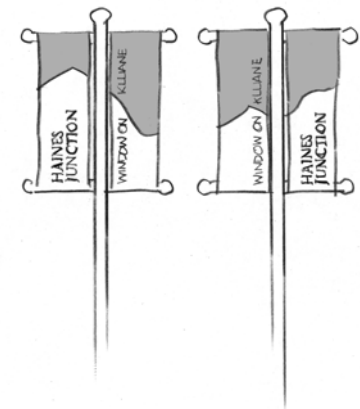
Design of distinctive, community-specific banners – minimum spring/summer, fall/winter themes

Involve the community in choosing final banner designs from minimum of two (2) design alternates per theme

Limit installations to key avenues/facilities – Alaska Highway, Kluane Street, St. Elias Centre, Kluane National Park Visitor Reception Centre

Install banner brackets on existing light poles where possible to reduce costs; install additional banner poles in compatible finish where required

Consider opportunity for permanent banners made from steel or aluminum panels in appropriate themes created by local artists (see page 18, under ‘Public Art Programs’)





4. Commemorative Bench Program

PROGRAM/PROJECTS

a. Bench Purchase/Donation & Installation Project(s)

Purchase and installation of benches (or picnic tables) at locations designated in Master Plan; option for donation and/or commemorative plaques; design of “everyday” benches and tables to be simple, unobtrusive – “fancier” furnishings can be used for commemoratives, art projects, etc

Tax receipt could be made available for a private/business donation to the community

Plan for installation of minimum of two (2) benches per year; materials to be low-maintenance, resistant to vandalism and of reasonable cost to allow for quick replacement in the event of damage

Keep adequate stock of replacement parts and minimum of one (1) complete bench and one (1) complete picnic table in stock at all times for quick installation/replacement in event of damage, vandalism

Naming/sponsorship program to pay for repairs/maintenance, plus installation of one (1) new bench per year if possible

b. Bench Dedication/Plaque Program

Dedication and sponsorship program for commemorative benches, soliciting submissions annually

Three possible program streams include:

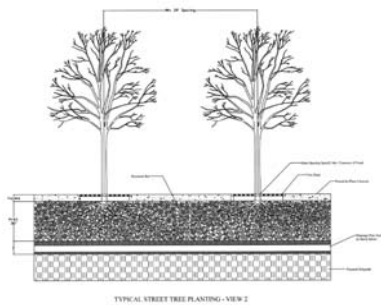
- i) Benches honouring community leaders (sponsored by Village of Haines Junction)
- ii) Benches named in memoriam (paid)
- iii) Business-sponsored benches (paid)

Design and installation of commemorative plaques of appropriate design on benches; materials to be low-maintenance, resistant to vandalism and of reasonable cost to allow for quick replacement in the event of damage



The following are some examples of simple benches and picnic tables that would be consistent with the design approach. Surfacing can be made of wood or (preferably) low maintenance, vandal-resistant wood-plastic or recycled plastic composite materials:





5. Commemorative Tree Program

PROGRAM/PROJECTS

a. Street Tree Installation

Purchase and install trees at locations as designated in Master Plan, particularly along main axes/facilities (Alaska Highway frontage, Kluane Street, St. Elias Convention Centre, Kluane National Park VRC)

Plan to install minimum of two (2) new trees per year, in addition to replacements and larger capital projects

Consider contract-growing local trees for on-going replacements, new installations – requires several years lead time

b. Tree Dedication/Plaque Program

Dedication and sponsorship program for street trees, soliciting submissions annually; consider also designation of notable wild trees on Dezadeash River Trail, other trails

Could be a feature of special events (e.g. Alsek Music Festival, Kluane-Chilkat Bike Race); each year, participants can contribute to the planting of a tree via a portion of admission

Three possible program streams include:

- i) Street trees dedicated to community leaders (sponsored by the Village of Haines Junction)
- ii) Street/wild trees dedicated in memoriam (paid)
- iii) Street trees dedicated to veterans/war memorial (sponsored by the Village of Haines Junction)
- iv) Wild trees dedicated to mountain climbers (sponsored by outfitters, suppliers, etc)

Dedication of trees to mountain climbers strengthens connections to Kluane National Park and Mount Logan; ideal sponsorship opportunity for mountaineering equipment suppliers such as Mountain Equipment Co-op, The North Face, Outdoor Research (OR), Petzl, etc





6. “Mountain Flower Power” – Seasonal Planter Box Program

PROGRAM/PROJECTS

a. Build Planter Boxes

Build planter boxes of adequate size and soil volume to minimize maintenance requirements, specifically watering

Planters to be of materials and size to facilitate easy delivery and placement by bobcat, etc

Provide one planter box size only, to simplify construction, minimize material waste, control costs and simplify program administration

Planters to have room on side panels for additional promotional signage (temporary) at discretion of renter

b. Planter Box Program

Planter box rental program to be administered by the Village office, monitored by the “Village Gardeners”

Planter boxes delivered fully planted to the renter at the beginning of the season; rental fee includes installation, bi-weekly maintenance (weeding, pruning, dead-heading) and fertilizing by the “Village Gardeners”, with routine watering being provided by the renter

Planter boxes to be prepared and planted by non-profit groups for an honorarium; final planter box sign-up, planting event/community BBQ to be held in spring at St. Elias Convention Centre/Village office





7. “Communities in Bloom/Winter Lights” – National Community Beautification Programs

PROGRAM

a. Communities in Bloom – “Kluane in Bloom”

Nation-wide community pride/beautification initiative with competition between communities of similar size

Potential to participate in cross-border pairing with various communities in Alaska as participants in “America in Bloom” – or perhaps a cross border challenge!

Yukon communities of Whitehorse, Watson Lake and Faro have participated in the past and can provide support, resources

Community is visited by outside judges who assess community beautification efforts in a number of categories

Great opportunity for individuals and non-profit groups to participate in nation-wide program with high profile, good press

Run concurrent community-wide contest with a number of fun categories, such as “best-kept-super-secret” garden, biggest sunflower, ugliest potato, etc



b. WinterNights – “Kluane Nights”

Winter-season adjunct to Communities in Bloom featuring friendly competition between communities of similar size

Yukon community of Faro has participated in this program in the past and can provide support, resources

Community is visited by outside judges who assess community efforts in a number of categories

Great opportunity for individuals and non-profit groups to participate in nation-wide program with high profile, good press

Run concurrent community-wide contest with a number of fun categories, such as best iceworm display, chubbiest Santa, scariest snow monster, etc

Opportunity to showcase energy-conserving products in partnership with Yukon Energy, Yukon Electrical Company, Energy Solutions Centre, etc



*photo of Our Lady of the Way (upper right) courtesy Bruce Binder, One Horn PhotoGraphics



8. Public Outdoor Art Programs

PROGRAM/PROJECTS

Intent to feature and foster artists in the community; secure funding and issue call for proposals on annual/bi-annual basis (see examples below)

Emphasis should be on positive messages/subjects with materials and construction appropriate for public locations

Integrate with the creation of murals/3-dimensional art installations as part of “facelift” of existing public buildings and businesses (see ‘F’, below)

Use to strengthen inter-generational relationships and Village-CAFN relationship

Celebrate the local arts community

Begin installations in locations as designated by Master Plan

a. Public Art Installations

Establish modest budget for on-going annual installations of small-scale works and/or pursue larger project-specific funding for larger/more complex pieces in celebration of touchstone events (anniversaries, First Nations potlatches, etc)

b. Children’s’ Art Exhibits/Installations

Annual temporary display of children’s’ outdoor artworks at the school, parks, St. Elias Convention Centre; materials may be donated or sponsored by local businesses, governments

c. Snow Sculpture Contest

Establish both professional and community categories for competition; piggyback with participation in WinterLights competition



d. Art Exchange

In place of (a), in alternate years feature a work by a Alaskan artist in Haines Junction and vice-versa as part of the annual public art installation – scale of work dependant on available funding; hold small ceremony in each community and install small plaque to celebrate/recognize the exchange

e. Mountain High Art Exchange

In addition to the above, every five (5) years, feature a work by an emerging artist in another mountainous region (Switzerland, Patagonia, etc) as exchanged for a piece by a local artist; local schoolchildren to suggest suitable communities

f. Wall Mural Program

Many precedents for this in communities across North America; can be used to reduce graffiti, improve building appearance (i.e. community arena)



Selected Programs & Projects – Walkways & Trails



9. Trails Naming Program

PROGRAM/PROJECTS

Trails to be named by members of the community so that there is a real connection with the names and thereby an increased sense of ownership, buy-in; ensure a balanced representation among all members of the community, including First Nations; include First Nation name translations where appropriate

Consider a contest, perhaps using “The Greatest Canadian” model to generate interest, add a learning/interpretive component to the program:

- i) Call for nominations within the community for naming each trail (map provided) after a relevant person, place, thing or event;
- ii) Village administration, Community Development Committee, CAFN (where appropriate) to pre-screen and narrow nominations received to two (2) possible choices per trail for sake of simplicity;
- iii) Successful nominators (school classes, non-profit groups, individuals) then act as advocates for their respective choices, following their nomination up with an educational write-up in the paper, for example;
- iv) Ballots to be distributed to every household in the Village, by mail or by hand – voting by mail or dropped off at Village office by deadline;
- v) Final selection/revelation of ballot results would follow an oral presentation at the St. Elias Convention Centre by the advocates; winning advocates to write in new trail names on large map provided as winners are announced; and
- vi) Advocates’ write-ups could possibly provide material for published trail map, interpretive panel at Village office, brochure, etc



10. Trail Map/Brochure

PROJECTS

Once all relevant trails have been identified and named, the next step is the production of an overall trail map/brochure

a. GPS Trails and Produce Base Map

Can be undertaken by interested individuals or groups, or can be part of the duties of the Trail Wardens/Guardians; also possible Y2C2 project, in whole or in part



Volunteers or Trail Wardens/Guardians to be provided with a set of standards re: GPS format

Volunteers or Trail Wardens/Guardians to create continuous track of each trail with waypoints signifying location of key features such as trailheads, signage, scenic viewpoints, etc

Consultation with CAFN re: trails that may cross their settlement lands and obtain permission

GPS data downloaded and used with relevant mapping software such as OziExplorer to create a base map of all relevant trails; consider also providing GPS tracks in digital format for upload to personal GPS units for interested groups

Volunteers, Trail Wardens/Guardians and/or school groups to ground-truth GPS tracks to ensure accuracy before public release of map/data

b. Design and Write Map/Brochure

Ground-truthed tracks and base map to be integrated into professionally produced trail map/brochure

Trail designations to be clearly indicated on the map, and to be consistent with Master Plan (i.e. motorized multi-use vs. non-motorized multi-use, etc)





11. Trail Signage & Brochures for Individual Trails

PROJECTS

Creation of comprehensive signage program for Village trail system will add consistency of messaging and information, lessen potential liability

Fabrication and installation projects could be undertaken as separate projects on a trail-by-trail basis, or as a single larger project should adequate funding be available

a. Development of Overall Signage Program

Detailed design of signage elements based on guidelines and signage standards outlined in Master Plan

Some elements of the overall program may include:

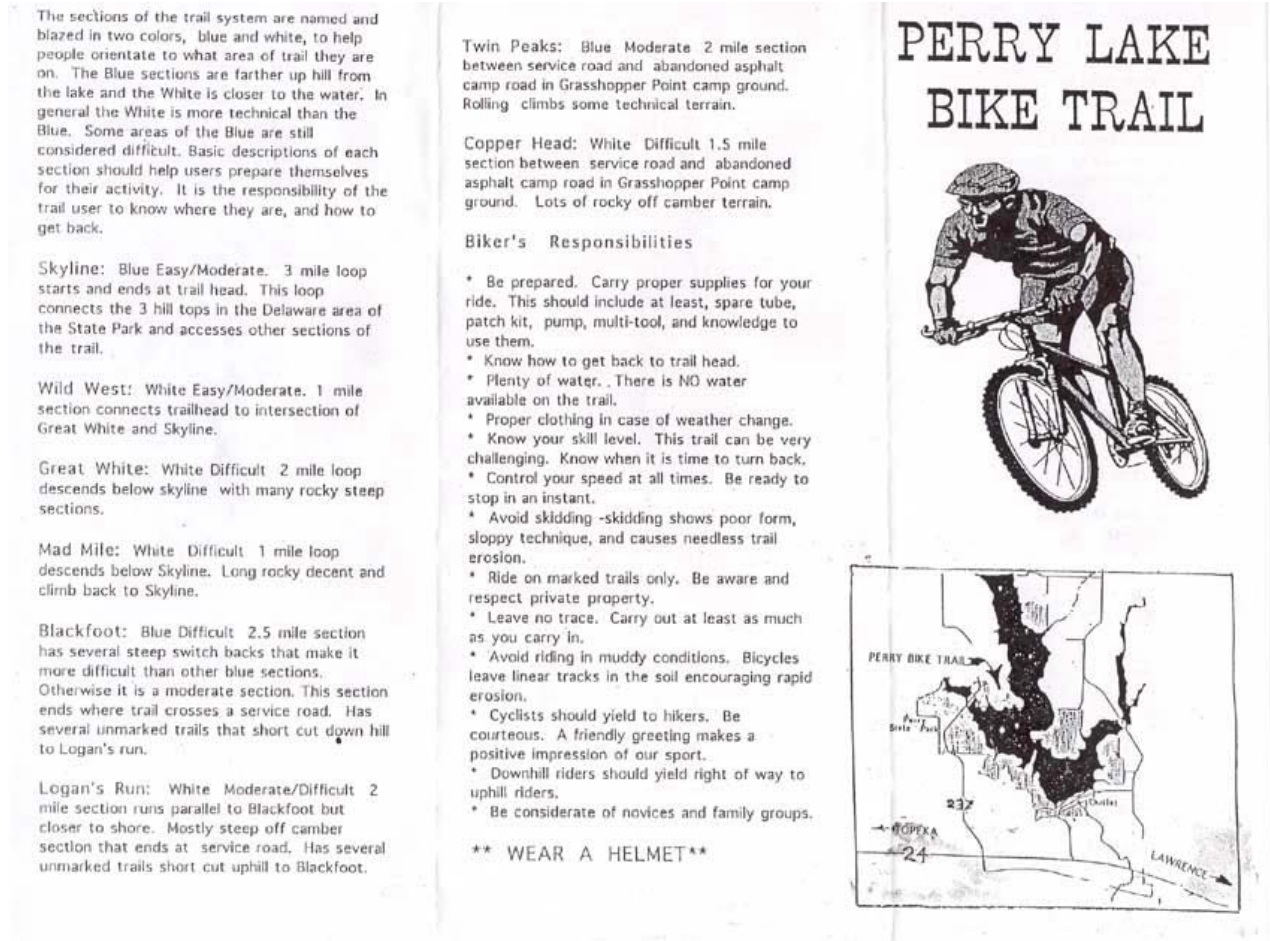
- i) Design of identification/trailhead signage – consistent feel but with distinctive, trail-specific elements
- ii) Design of informational/warning signage – in coordination with Parks Canada and other standard signage; ability to be understood by foreign visitors important (clear pictographs, etc)
- iii) Design of directional signage and kilometre markers – consistent feel but with distinctive, trail-specific elements to enhance wayfinding
- iv) Design and writing of trail or location-specific interpretive signage

b. Fabrication and Installation of Signage

On trail-by-trail basis, in accordance with the overall program and Master Plan guidelines and Signage Standards

c. Design and Writing Trail-specific Brochures

Individual brochures are an ideal community initiative – school classes could do research on a particular trail, including plants, animals, history, namesake (as part of naming contest) etc and, with the help of community groups, produce simple photocopied brochures which could be provided at the respective trail heads in weather-proof boxes maintained by Trail Wardens/Guardians





12. Trail Wardens/Guardians (Staff and Volunteer)

PROGRAM/PROJECT

Hired staff and (where possible) volunteers provide information to visitors/users, make presentations at school, as well as monitor and report usage patterns, user conflicts and possible infractions to the Village office

Wardens/guardians, whether paid seasonal staff or volunteer, always model proper behaviour on trails and lead by example

a. Trail Wardens/Guardians (summer students)

Hiring of one or two (1-2) summer students for 16 weeks who, in addition to the above, also perform seasonal trail commissioning and routine maintenance

Students would patrol trails on a routine basis throughout the summer on foot and by bicycle, where appropriate; high profile with distinctive, high-visibility uniforms (t-shirt, vests) to raise awareness of the program and trail issues

Bicycles and panniers, trailer for basic tools and equipment are a sponsorship or donation opportunity for local businesses, equipment suppliers

Possibility for involvement of CAFN as an employment/training partner



b. Volunteer Trail Wardens/Guardians

Warden/guardian function could be fulfilled by volunteers (perhaps with honoraria) in shoulder seasons and winter, with patrol/monitoring on periodic basis only (key weekends, etc); volunteers should also be high profile with distinctive shoulder flashes, vests, etc

Due to volunteer capacity issues, may be most appropriate only for specific events or on high-use holiday weekends, etc.

Volunteer recruitment to focus on community groups and individuals such as snowmobilers, skiers, etc – requires champions who care about the safe and respectful of use of trails to become involved and help spread the message

Possibility for involvement of CAFN in volunteer program as well

c. Trail Etiquette/Land Ethic Brochure

Design and writing of a simple photocopied hand-out or brochure on trail etiquette and land ethic; to be distributed by wardens/guardians, included with trail map(s); to be developed by the Village and community groups in conjunction with CAFN





13. Trail Renovation/New Trail Development

PROJECTS

Focus clearly needs to be on maintaining, repairing and improving existing trails before considering the development of new trails

Necessary renovation/repair of trails to be identified by Village and CAFN staff, Community Development Committee, community groups, members of the community and the recorded observations of Trail Wardens/Guardians

Priority areas to be identified and ranked as to importance, schedule – first priority should always go to safety-related issues; also consider as higher priority those projects which decrease ongoing maintenance requirements, which provide enhanced connections or easier wayfinding within the existing trail network, or which have identified and willing champions (skiers, etc) which will increase probability of ongoing success

For new trail development, a checklist of criteria/decision-making matrix should be developed with a clear minimum level of acceptance – for example, a checklist of 10 items which includes questions such as “does this proposed trail offer a unique experience or accommodate a new activity not presently available elsewhere in the community?”, with a minimum score of 7 of 10 required before the project will proceed

Trail repair/renovation projects and new trail development are ideal opportunities to call upon the resources of existing youth education/employment programs such as Y2C2, or to solicit in-kind donations of materials or equipment time (particularly in the off-season) from local businesses

Consultation with CAFN is key where trail projects may impact their lands or beneficiaries

Consider an “Adopt-a-Trail” program for school classes, community groups, and local businesses; organize annual cleanup days

See section under ‘Key Sites Development’ for more information



Selected Programs & Projects – Key Sites Development



14. Village Entries (X 3)

PROJECTS

Existing Village signage at the three entry points is not yet consistent in appearance or quality, and there are concerns with location, context and visibility in some cases. All signage work proposed within the highway right-of-way requires signage permits; anticipate 4-6 weeks for review and approval.

Potential projects to address these issues may fall into the following categories:

a. Update signage design

Consider a more detailed, professional analysis and re-design of existing entry signage. Take into account graphic design rules for roadside signage (such as text size, colours, ratio of text to background, for example) and the recommendations of the Master Plan concerning consistency of messaging, identity, etc



(top right): the Signage Standards suggests a revised, consistent approach to signage design & identity graphics (photo: IPD)

(right): the present entry signage is not consistent between the 3 entrances (photo: IPD)



According to available funding, updating may only require “tweaking” of the existing designs - adjusting letter or logo size should be considered to maximize visual impact

Whichever basic signage design is chosen, it needs to be applied consistently across all three entrances and framed to provide a sense of arrival

Explore opportunities to coordinate with CAFN on joint signage

b. Relocation/renovation of signage

Where necessary, relocation should be considered for entry signage to improve visibility, maintain key views, offer opportunities for visitors to stop and have their photos taken with the signs, etc; if relocation is not possible, then modifications such as increasing the height of existing signage should be considered where appropriate

According to available funds, renovation may only require “tweaking” of the existing signage to maximize visual impact and to ensure longevity of materials

c. Landscaping

It is important that the surrounding of the entry signage look appealing and well cared-for – they are the community’s very first chance to make a good impression

Only hardy, drought and salt tolerant species of trees and shrubs should be considered to minimize maintenance requirements and replacement of materials; recommended species include Northwest poplar, with potentilla cultivars and Rugosa roses for colour

Native herbaceous species such fireweed may also be used (please note: ornamental use of fast-spreading species such as fireweed will necessitate the use of root barriers, weed barrier fabric, etc in an attempt to control growth – use with caution in areas where spread would be a problem)



15. Kluane Street Gateways

PROJECT

Highlight and elevate importance of this key intersection, which functions as the gateway to Kluane National Park VRC and to community facilities such as St. Elias Convention Centre, Village offices, community recreation facilities

This site also complements and anchors the key streetscape axes of the Alaska Highway corridor and Kluane Street

A strong, vertical, bi-directional “gateway” element would bring a human scale back to the corridor, to convey a feeling of entry/arrival, and to provide a feature that is highly visible and recognizable year-round

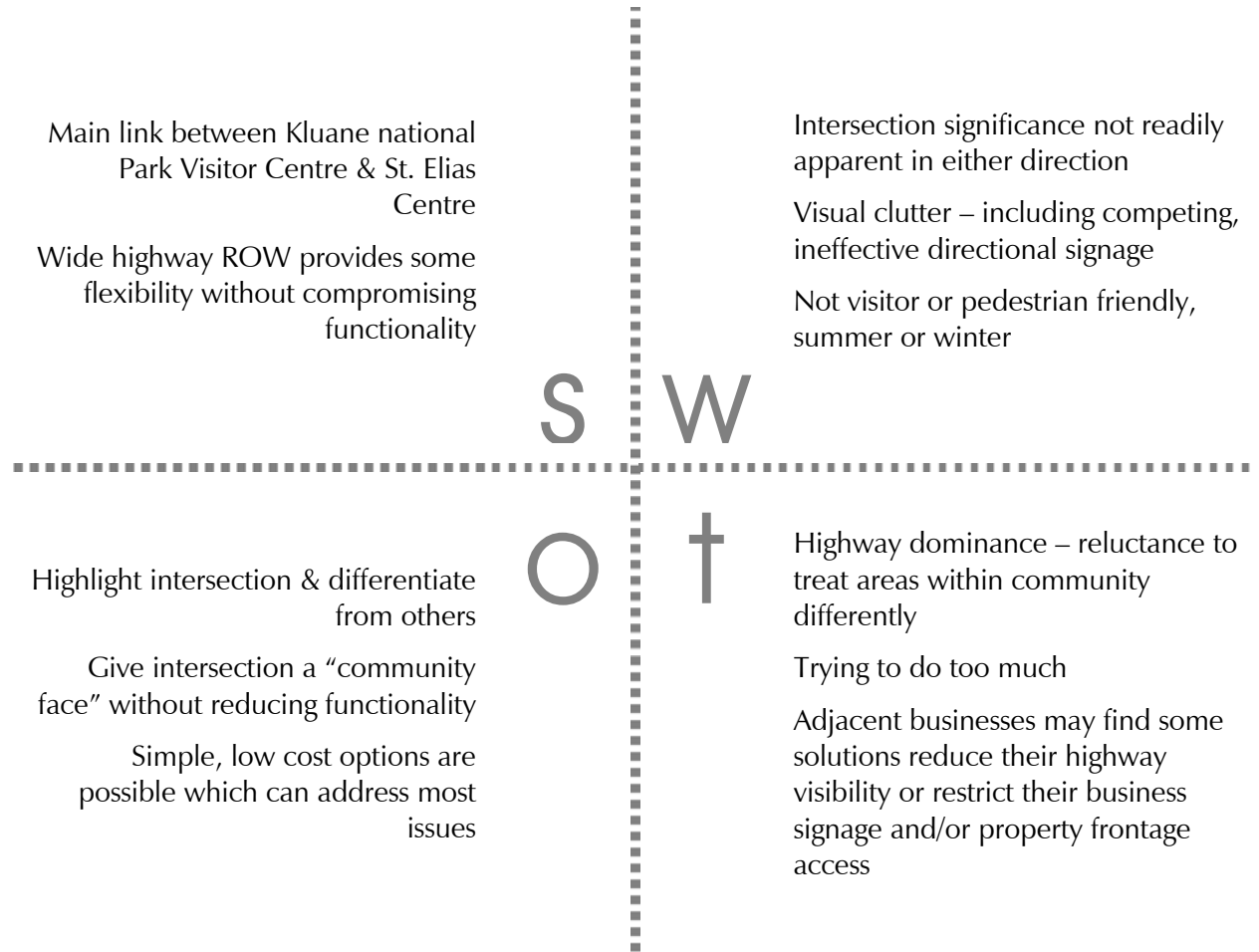
The use of substantial, natural materials such as stone for gateway bases gives a feeling of importance, permanence and is consistent with the context and Master Plan design recommendations for streetscape/landscape/signage elements to be applied throughout the community

Due to the importance and high visibility of this intersection, landscaping and maintenance of the surrounding grounds will be key to conveying an image of consistency, quality and civic pride

Option of vertical poles would provide opportunity to hang event banners in a high-profile location; event banners also help contribute to a sense of human scale by providing a frame to views

Horizontal treatments considered should coordinate with existing signage standards in terms of materials, construction, scale

SWOT Discussion (Strengths, Weaknesses, Opportunities & Threats)



Streetscape Considerations

Simplify and differentiate intersection from others to illustrate importance

Create a consistent street treatment beyond the intersection itself to draw people to Kluane National Park Visitor Centre and St. Elias Centre

Simplify directional signage in both highway directions

Make highway pedestrian crossing more explicit and appealing

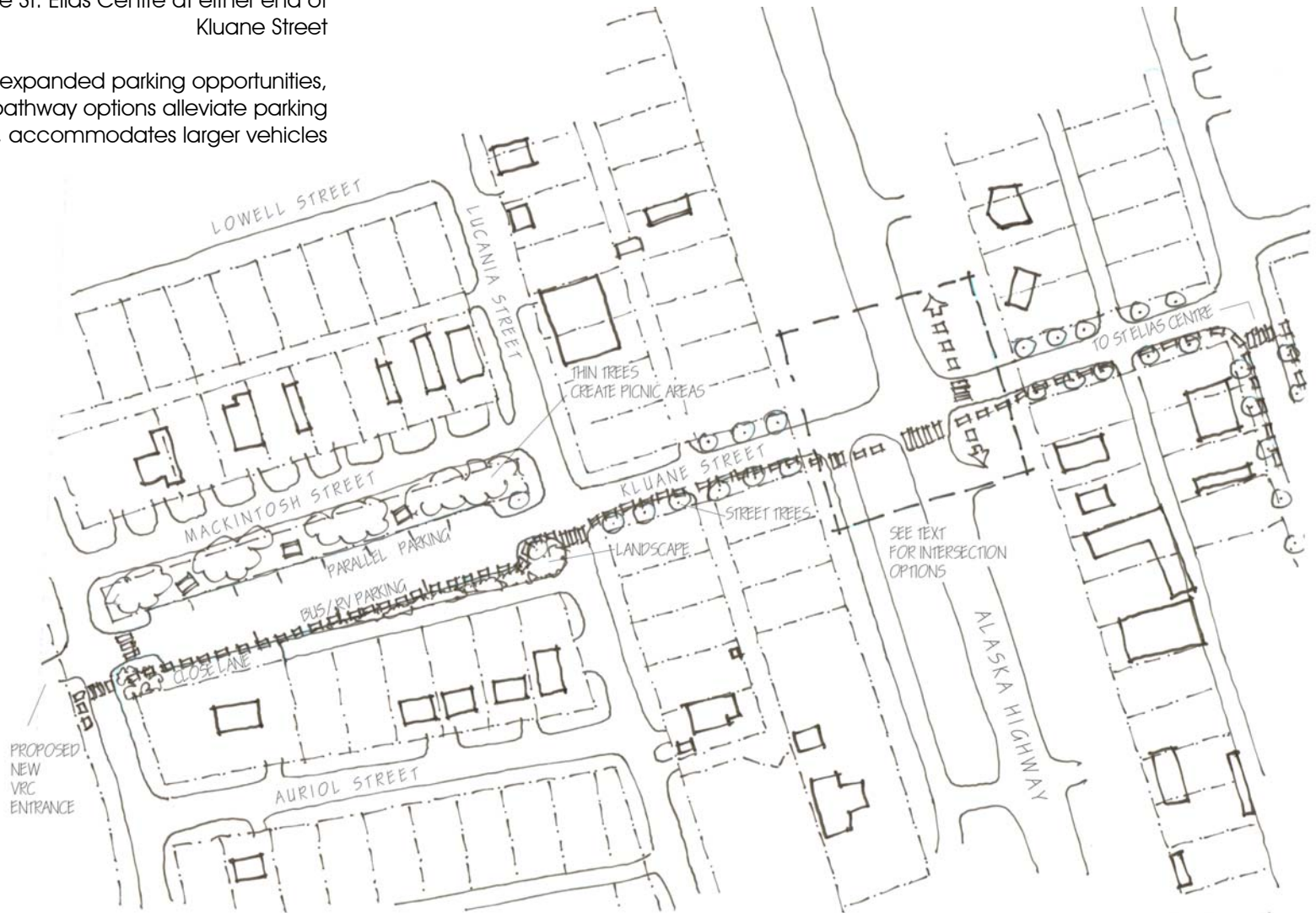
(right): currently, the lack of definition along Kluane Street is confusing for visitors & contributes to significant parking problems on busy days (*photo: Pat Habiluk*)



An Option for Kluane Street, Gateway

+ street trees & banners serve to reinforce the strong axis between key facilities of the KNP Visitor Centre & the St. Elias Centre at either end of Kluane Street

+ expanded parking opportunities, sidewalk/pathway options alleviate parking congestion, accommodates larger vehicles



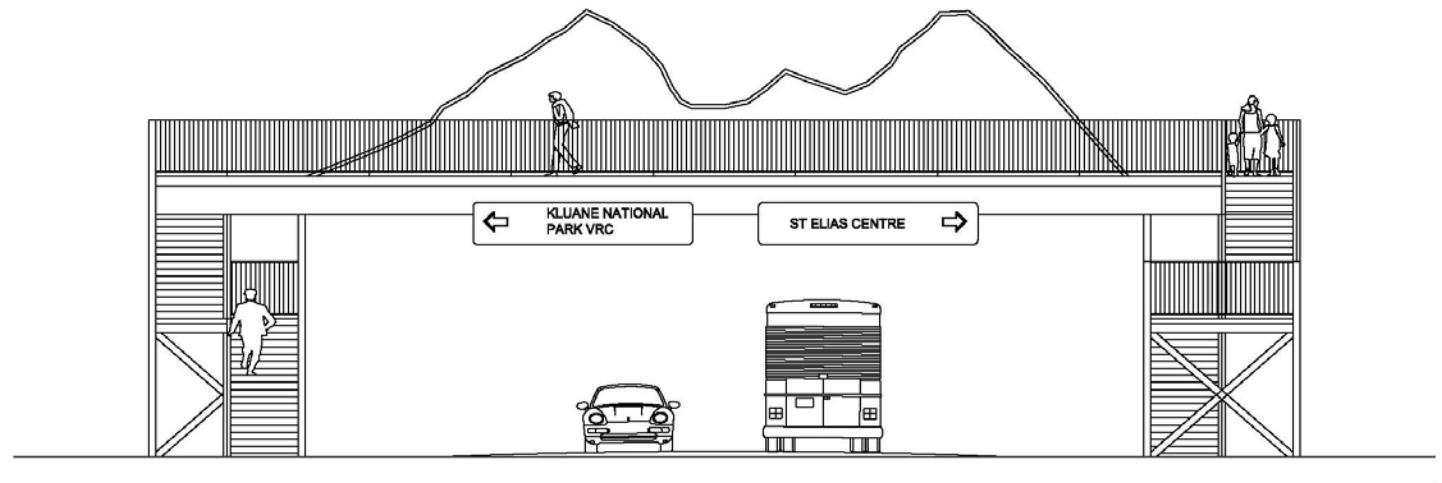
Intersection Option A - Overhead walkway

Pros

Distinctive, would be the only one on the Alaska Highway and the only one in the entire Yukon

Could incorporate directional signage element

Completely separates pedestrians and vehicles



Intersection Option A – Overhead Walkway

- + steel structure with adequate clearance to major highway standards for tractor trailers, etc
- + could add steel outline, volumetric interpretation of mountain skyline or other decorative elements
- + can add directional signage elements

Cons

Capital cost is excessive

Interrupts main community asset (distinctive mountain view)

Likely receive very little real use, as traffic volume is not the issue

Difficult to make universally accessible without requiring a lot of land for large switchback ramps, etc

Will block views of adjacent businesses with highway frontage

Would require entire width of highway right-of-way, making addition of future turning lanes, etc impossible

Difficult to build a business case on safety/public need grounds

Other solutions are available at much lower cost

YG Highways support doubtful

Intersection Option B - Overhead Directional Signage (across Alaska Highway)

Pros

Similar to what exists now for main intersection but with a distinctive cut-out or frame suggesting a mountain silhouette

Considerably lower cost than walkway option

Builds on existing standard highway overhead sign template – reduces clutter

Can incorporate pedestrian crossing and directional signage

Can also frame windshield view of mountains, add decorative elements

Likely more acceptable to YG Highways and adjacent businesses

Cons

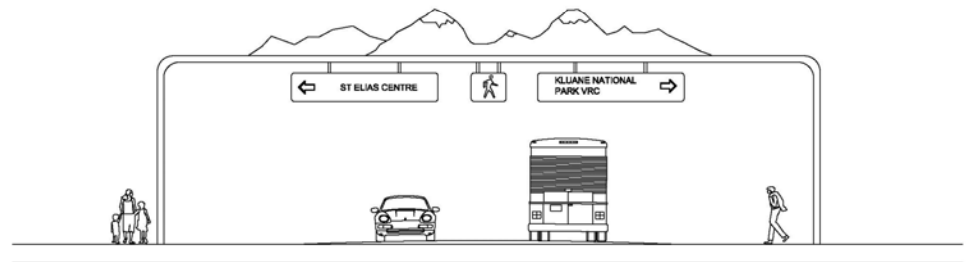
Partly interrupts clear mountain vista view

Other lower cost solutions available

Requires other supporting elements (e.g. landscaping) to make the intersection distinctive

Intersection Option B – Overhead Directional Signage

- + similar to what is in use now on Alaska Highway
- + can incorporate decorative elements, steel outline or panel artistic interpretation of mountain viewscape
- + illuminated pedestrian crossing sign to maximize visibility of crosswalk



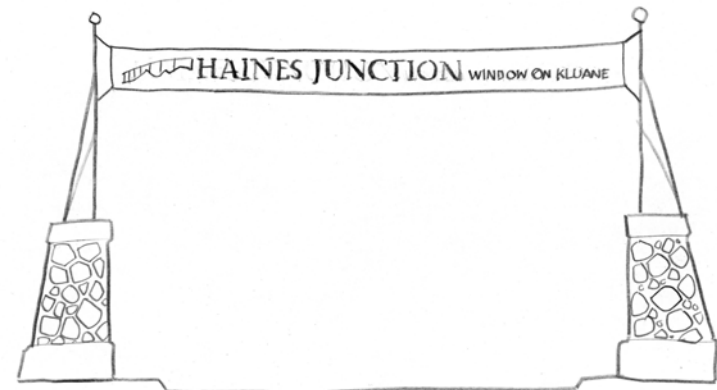
Intersection Option C - Gateposts (across Kluane Street)

Pros

- Oriented to Kluane Street to provide gateway connection
- Does not disrupt main view of mountains
- Can include a fixed or changeable banner, reduces clutter
- Emphasizes Kluane Street importance and gives equal balance to either side of the highway
- Could be replicated at Lucania Street or be used at main entrance to day-use area
- Can be located at edge of highway right-of-way so likely more acceptable to YG Highways

Cons

- Less visible from highway than overhead sign
- Not as effective as overhead sign in providing direction
- Requires complementary features (e.g. landscaping) to help the intersection stand out
- Does not strengthen highway pedestrian crossing awareness without complementary features



Intersection Option D - Gateway “Wrap”

Pros

Could be built as higher vertical “poles” visible year-round or lower horizontal “wall”, similar in construction to other signage standards (i.e. can vary height & spacing to suit)

Simple to build, less costly

Less obtrusive, similar to what is there now in scale, form

Allows for formal sidewalk

Cons

Horizontal wall not as noticeable in winter due to snow accumulations

Relies on regular maintenance of landscape, signage

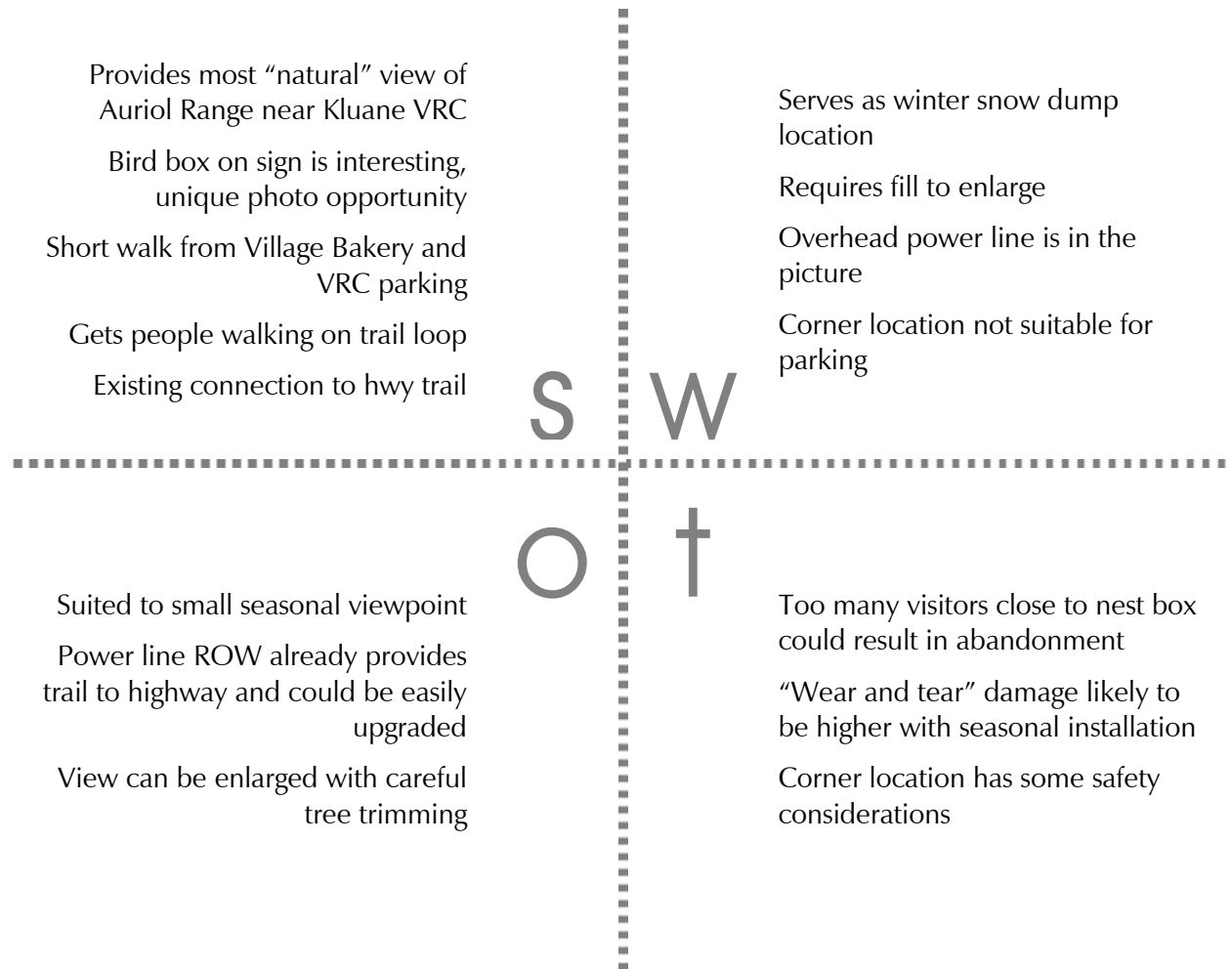
Not as distinctive as other options, less visible

Does not really communicate the importance of the gateway

Sightlines a potential concern



Kluane Street Loop - Logan Street Overlook



Streetscape Considerations

Need to accommodate storm drainage flow towards Alaska Highway

Corner location means proper sidewalk definition an important safety consideration

Burying or relocating a section of power line would improve view

Viewpoint draws pedestrians and with defined sidewalk would encourage them to walk further towards “muffin” etc.

Pros

Takes advantage of natural overlook

Seasonal installation addresses snow dump conflict

Bird box on sign creates unique secondary photo opportunity to be discussed

Short walk from PC parking lot

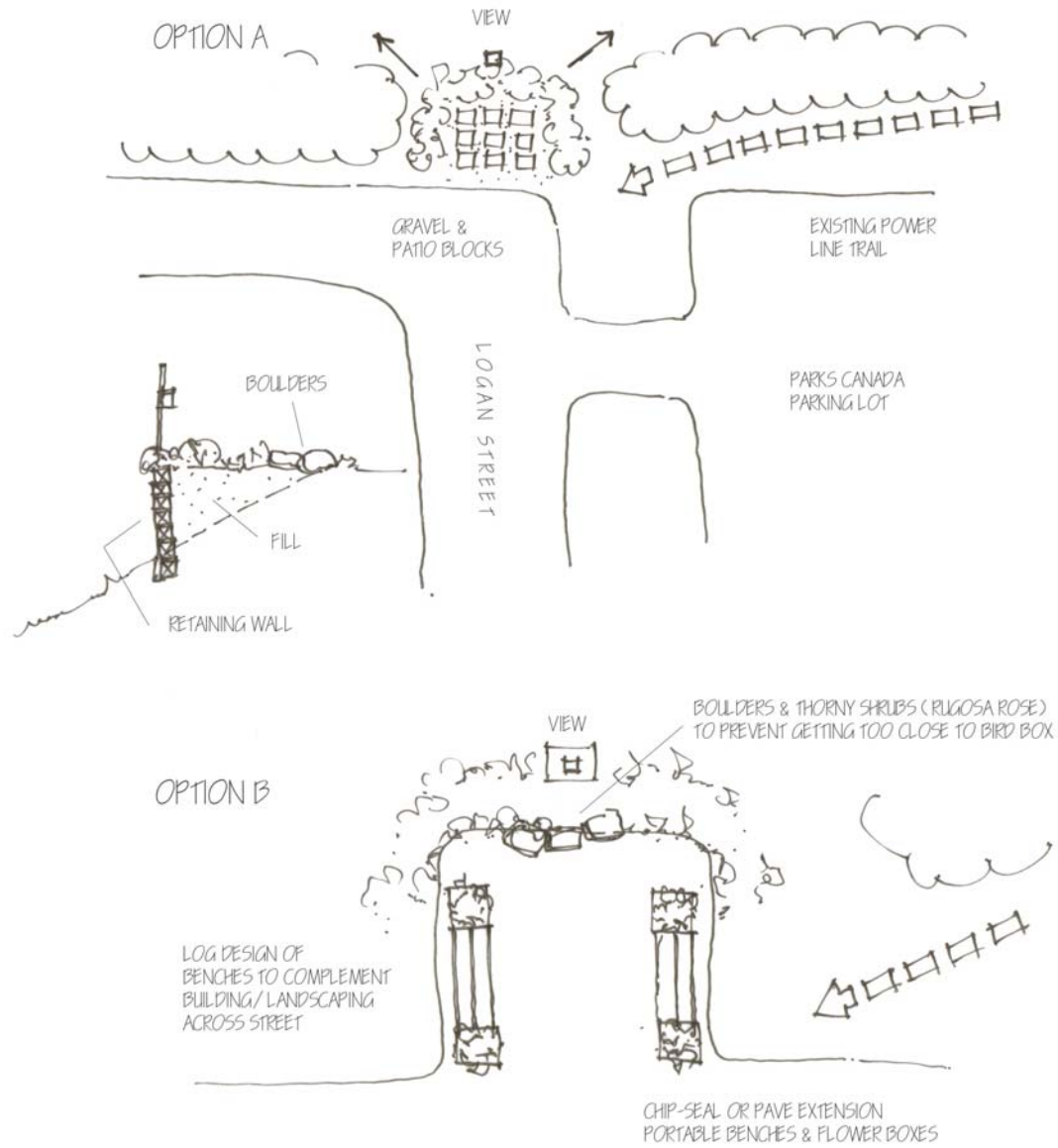
Cons

Requires some fill to expand area

More use may lead to bird box abandonment

Winter snow dump use limits development options

Parking near corner will have to be restricted to protect sightlines, etc





16. Day-use Area/Festival Park

PROJECTS

This park is already in a key location and boasts some great resources and items of interest. These include: views of the river and distant mountains, boat launch, the trailhead for the Dezadeash River Trail, the Canadian Heritage Rivers commemorative site, the swallow apartments and interpretive signage, etc



This park also serves as the site of the popular Alsek Music Festival and other events that enrich Village life and contribute to the local economy

The park also faces some challenges in that the entry/egress points and parking are ill defined, current maintenance is not up to expected standards, the fast-flowing river and steep embankment pose safety concerns, etc; it is also adjacent to uses which are typically incompatible with community park functions, such as the highways Weigh Station

Until the future of the Weigh Station is determined, an interim solution is required that can accommodate both functions with the minimum amount of conflict



The key requirement in helping this area to work better is to provide better definition of the various functional areas, to renovate or replace outdated or deteriorated furnishings such as guard rails, and to add additional elements (i.e. electrical power outlets) to enhance the various proposed uses

(Note: please see overall concept plan map for context of site with regard to community trail connections)

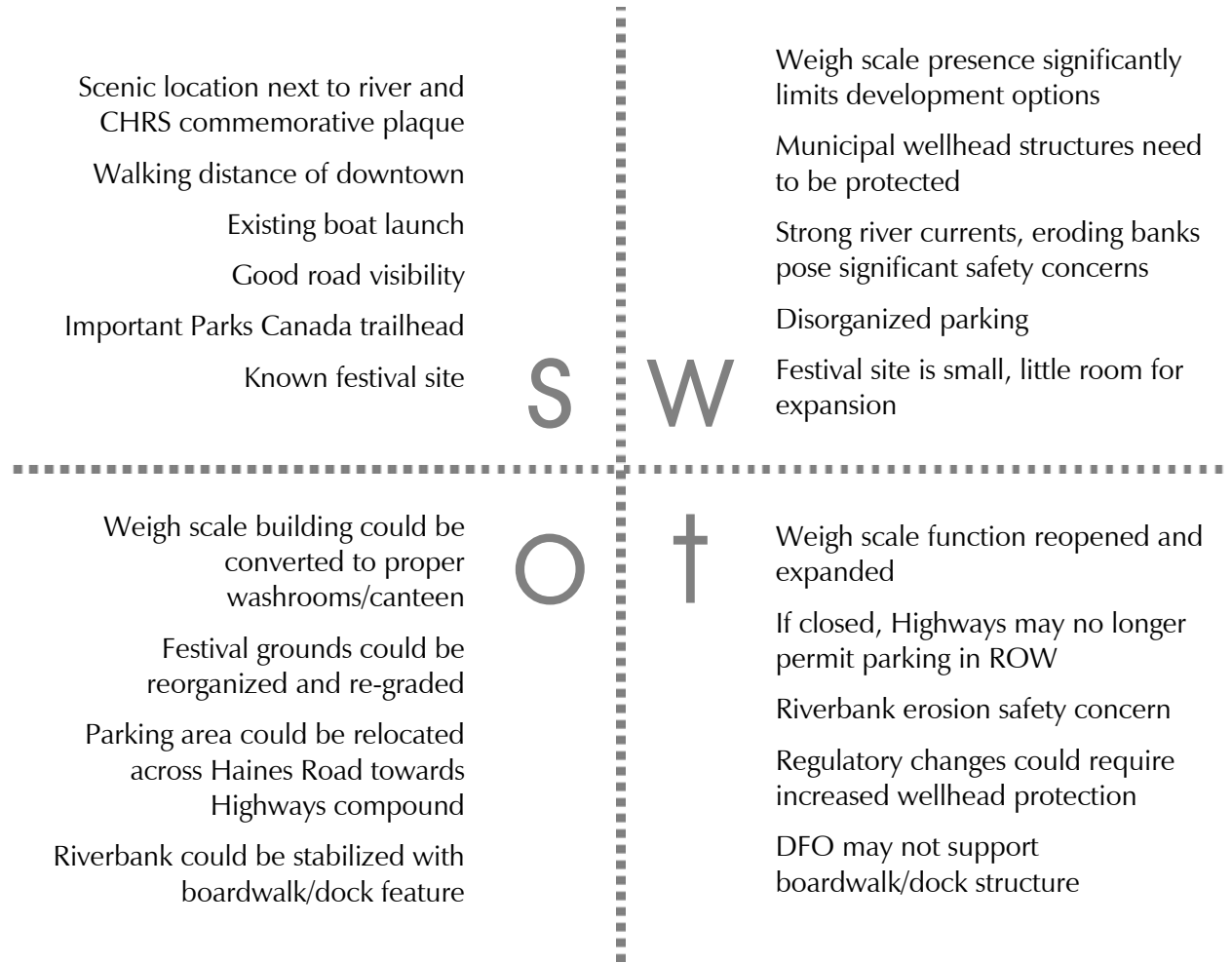
(top left): existing safety rails & signage are in poor repair and pose a hazard to users of the park (*photo: IPD*)

(left): the existing site is poorly defined, which causes difficulty particularly during large events such as the Alsek Music Festival (*photo: IPD*)

The following items represent a series of separate projects or phases that can be undertaken within the guidelines established by the Master Plan. The numbers in brackets indicate a proposed priority level (for discussion). Projects or phases may be undertaken separately or in grouping according to priority, in accordance with available funds:

- Make immediate safety improvements including guardrails, signage (1)
- Provide definition between park site and weigh-scale site (1)
- Better define and reorganize vehicular accesses and parking (1)
- Choose new name(s) for the park in consultation with the community, CAFN (2)
- Provide park identification signage, directional signage (2)
- Provide definition between park site and community utilities functions (well/pump house, etc) (2)
- Create safe family picnic area, visitor stop with picnic tables, adequate waste receptacles, etc (3)
- Expand and improve festival space, add servicing as required (3)
- Redefine Dezadeash River trailhead to increase visibility, minimize conflicts with events, etc (4)
- Rework Canada Heritage Rivers commemorative site (4)
- Improve boat launch, trip staging area (4)
- Remove unnecessary or decommissioned power poles, improve aesthetics (5)

SWOT Discussion (Strengths, Weaknesses, Opportunities & Threats)



Streetscape Considerations

Whether the weigh scale function is retained or relocated, parking needs better definition

Festival site has no room to grow in present configuration

Weigh scale building has re-use potential

Dezadeash River Trail could extend eastward behind the Highways compound to connect to other trails

The bridge provides a transition point between the developed and undeveloped areas of the community for Haines Road travellers

The connection to the river can be enhanced by providing more opportunities for viewing, interaction

There are presently no sidewalks or developed trails along the Haines Road to accommodate pedestrians

(right): the “swallow apartments” are a unique feature which would benefit from relocation away from activity areas, especially if use of the site increases significantly *(photo: SEIPC)*



Option A – Work with Existing Constraints

Pros

Works with all existing site features (minor relocation of hydrant, etc may be needed), focus on simpler, more modest changes

Puts focus on maintaining what is there now

Minimal site reorganization is needed

May be less expensive option

Also a good interim measure, still functional for all existing uses

Cons

Weigh station future remains unresolved, puts off hard decisions

If the weigh station function remains, it severely restricts site redevelopment options

Not as attractive as Option B

Does not encourage/cannot accommodate a much greater volume of use

No permanent washroom facility

Retains status quo

**Day-Use Area/Festival Park
Option A:**

- + organizes & defines vehicular circulation & parking
- + provides separation for day-use, trailhead, boat launch & municipal services functions from festival space
- + retains adequate clearance for large trucks using weigh station
- + improves trail/walking connections
- + provides opportunity for feature art piece, signage



Option B – Weigh Station Relocated/Repurposed

Pros

Re-uses existing weigh station building (washroom, canteen, meeting space?)

Relocates parking to expand festival grounds area

Incorporates new features such as riverbank dock/boardwalk helping to address erosion & safe access concerns

Highlights the festival function

Cons

Requires Highways support to release weigh scale and encroach into highway right-of-way and Highways compound to provide additional parking

Significantly more costly option than Option A to construct and maintain

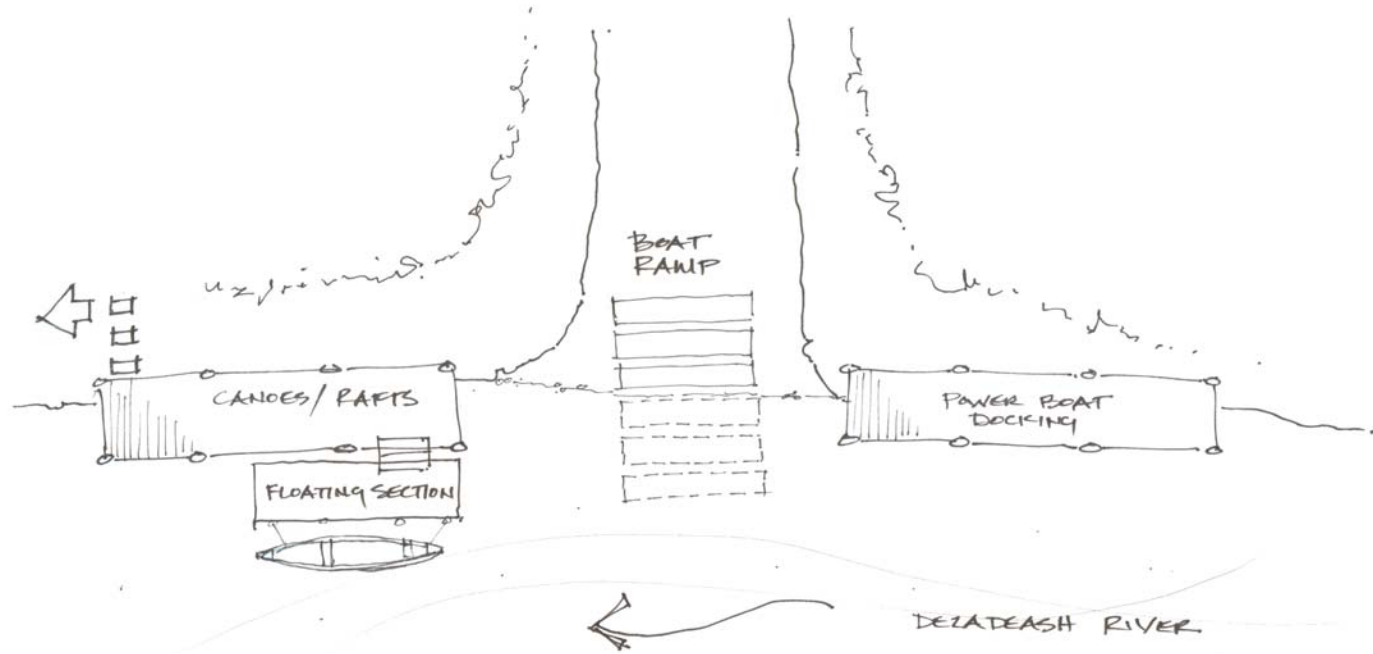
Requires Fisheries, Coast Guard permits and environmental assessment

**Day-Use Area/Festival Park
Option B:**

- + expands festival space & re-uses weigh station building
- + expands parking for festival functions
- + provides clear definition for day use and festival functions
- + improves access & viewing opportunities adjacent the river while protecting the riverbank from erosion
- + may provide opportunity for improved canoe launch (see details)



(right): one option for the boat launch could be a combination of fixed shoreline boardwalks & floating dock sections



Suggestions for Boat Launch, Canoe Launch Improvements

Place new more substantial concrete pads at existing boat ramp and secure against current; create separate docking areas for powerboats, canoes/rafts

Engineering evaluation required for all riverbank protection measures, docking options (please note this requires specialized knowledge of river hydraulics and sediment transport); any improvements to the boat launch area or riverbank will require permits (Yukon Water Board, DFO, etc)

Primary docking facilities could take the form of fixed shoreline boardwalks with floating dock sections anchored to boardwalk with movable ramp, stairs; another option could be the installation of instream works or widening and regrading upstream of the boat launch to create a backwater area



17. Village Monument (Muffin) Site

PROJECTS



It is worth noting that the “Muffin” is the main “postcard” view visitors take home as a photograph or actual postcard

However, the current condition of the monument and site do not meet expectations of either residents or visitors; existing furnishings, interpretive signage, etc are outdated and in generally poor repair while the site is poorly maintained (copious weeds, etc)

The sites location is central and visibility should be good but much of the available site is “lost” to use due to the location of vehicular entry, grade changes, etc; some elements such as the RCMP cabin appear placed without reason, relationship to other elements, context or proper interpretation



Proper maintenance of the site – whether in its present state or after redesign – is absolutely imperative to conveying sense of its importance, pride in community efforts past and present; a minimum of weekly inspections of the monument and its site for damage, condition problems is required during the peak season

A breakout of possible projects might be:

a. Assessment/Rehabilitation of Monument

Perform detailed assessment of structural and cosmetic condition of the current monument, with detailed costing and rehabilitation strategy; this will likely require a considerable dollar amount and may have to be done in phases

(top): the site surrounding the icon is poorly maintained, giving a negative image (*photo: IPD*)

(above): the monument is seriously deteriorating & is in need of immediate repair (*photo: IPD*)

Special consideration needs to be given to renovations that reduce susceptibility to weathering, vandalism and reduce future maintenance requirements, costs

b. Site Redesign and Landscaping

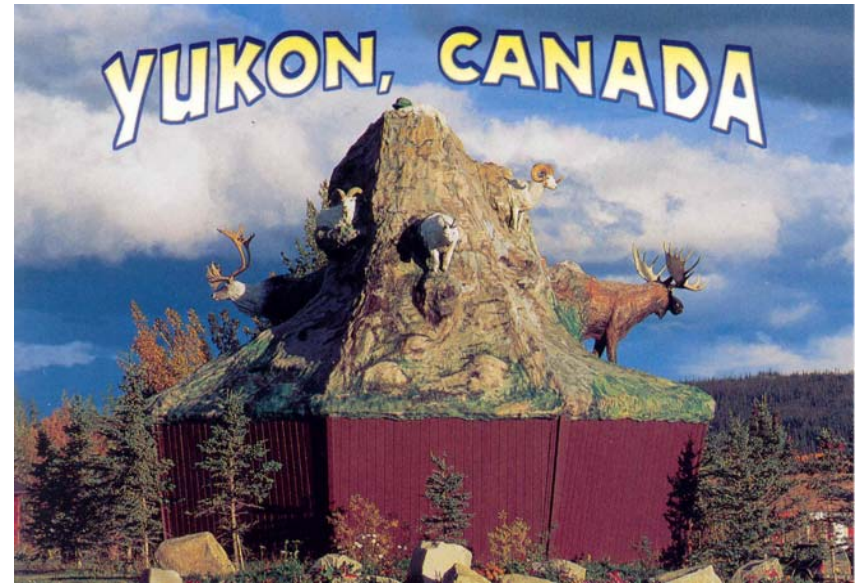
A significant redesign of the site is required to make it more functional and integrate disparate elements such as the time capsule, cabin, and interpretive signage

Special consideration needs to be given to using design elements and materials that reduce susceptibility to weathering, vandalism and reduce future maintenance requirements, costs; plant materials (trees, shrubs) chosen should be hardy, colourful and annual plantings should be limited to easily maintained containers or beds of adequate soil volume to minimize watering requirements; planting trees to screen objectionable views and frame pleasant ones is an important consideration

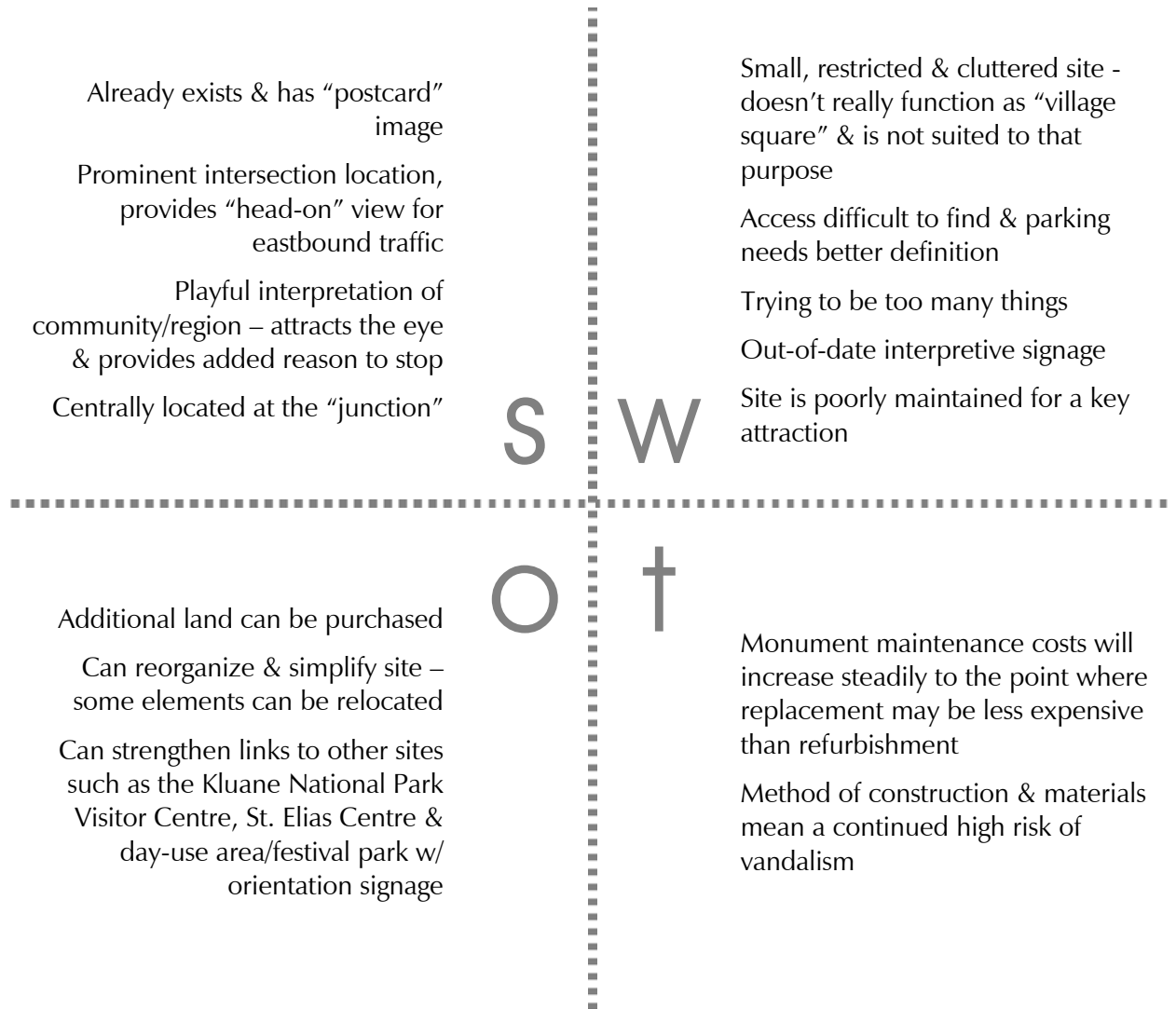
c. Monument Committee

Due to its “high maintenance” character and high community profile, a community champion, or small group of champions, needs to be established to monitor the condition of this site and advocate for proper maintenance; such a committee would report to the CAO who would bring concerns forward to Community Development Committee, Council

(right): significant intervention & ongoing commitment is required to restore the monument to its former status as a Yukon icon & maintain it to an acceptable standard



SWOT Discussions (Strengths, Weaknesses, Opportunities & Threats)



Streetscape Considerations

Refurbishment of sculpture and improved grounds maintenance long overdue

Consider “picture frame” perspective in tidying up site, trimming or relocating trees, shrubs to keep base properly screened

Keep front views clear and simple, place signage and parking to the rear of the monument

Option A – Minimal Redevelopment with New Parking

Pros

Separates main parking

Simplifies site, reduces clutter

Retains prominence of sculpture

Focuses on the community

Lower cost option

Cons

Existing lanes break up the site

First access off Hume Street is too close to the intersection

Requires relocation of some elements to reduce clutter

Not as pedestrian friendly as it could be

Village Monument – Option A:

- + integrate new lots to provide parking, picnic area
- + relocate signage panels, remove existing signage structure w/ planters
- + remove rotting wooden retaining wall, replace with terraced shrub plantings
- + repair monument as soon as possible & maintain to appropriate standard
- + remove unrelated structures & confine extended site functions to picnicking, parking
 - + plant & maintain commemorative trees



Option B – Expanded Development

Pros

Provides more parking and bus/RV pullouts

More pedestrian friendly than Option A

Improves site circulation and discourages short-cutting by vehicles

Cons

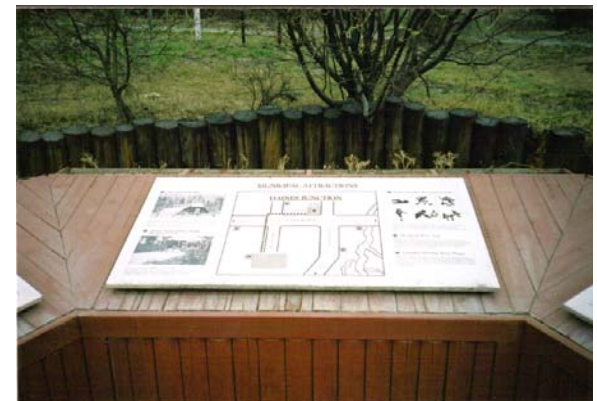
Requires relocation of some existing site features

Provides more parking than function of immediate site requires

Requires regrading of portions of the site to accommodate vehicular traffic

More costly than Option A

(right): existing signage is significantly out of date, landscape structures are difficult to maintain and in poor repair, weed control is inadequate – all factors making this site a priority for redevelopment (*photo: SEIPC*)



Village Monument – Option B

- + formalize pedestrian crossings with pavement markings, etc
- + relocate signage panels, remove existing signage structure w/ planters
- + remove rotting wooden retaining wall, provide new parking area (requires regrading)
- + close existing lane nearest intersection, provide bus/RV parking
- + remove unrelated structures & confine extended site functions to picnicking, parking
- + plant & maintain commemorative trees





18. The Junction Overlook

PROJECT

This is one of the community's most visible locations and difficult challenges. Most of the available land is within the highway right-of-way or encroaches onto the adjacent service station property. Entry points and circulation require better definition, as do the preferred highway crossing points for pedestrians

The dominant traffic flow to Alaska is westbound, which means a right turn with southbound traffic turning left. It is a natural viewpoint looking west to the Auriol Range. Traffic from Haines turning to Whitehorse has a different view, primarily of the south-facing road bank slope.

In developing this site, consideration must be given to determining its primary function and desired "memory", linkages to the other key sites and consistency with the intersection function and adjacent land use

Building on the natural overlook function to orient visitors to views and walking opportunities – don't clutter signage from behind the muffin to this location

Better define parking, circulation and directional signage to avoid conflicts with adjacent businesses and highway right-of-way

(right): the overlook site has a broad view of the mountains that is unmatched anywhere in the village (*photo: IPD*)

(far right): community-built planting beds are a precursor to the larger floral display recommended for this site (*photo: IPD*)



Use trails to lead visitors to the natural intersection crossing points and other key sites

Acknowledge secondary entrance to natural park visitor centre

Landscape south facing slope in wild flowers or create a formal arrangement reflecting a theme (e.g. village logo) to create another photo memory and positive “first impression”

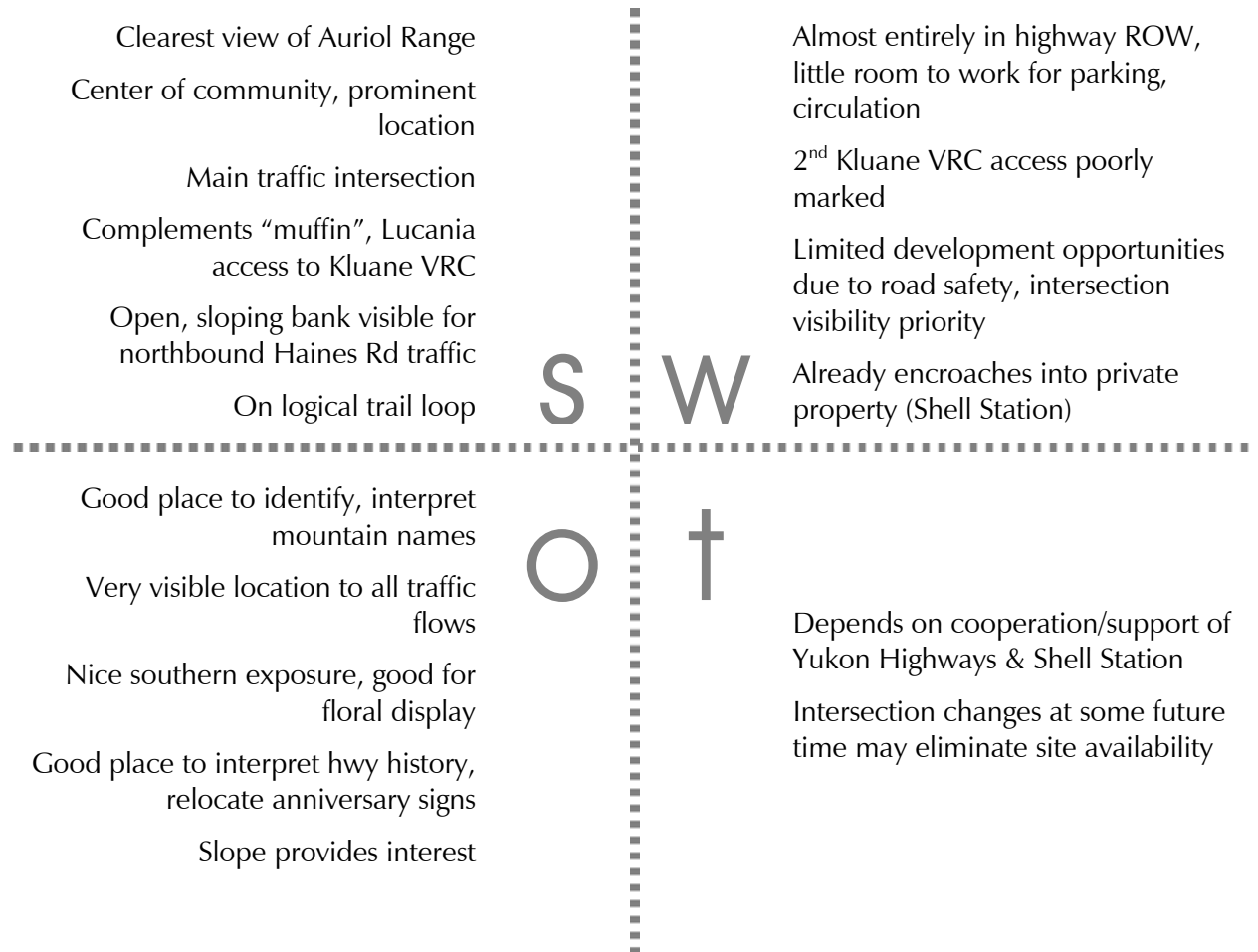
Consider a portable or un-manned visitor information kiosk in the unopened road allowance west of the Shell Station

Provide a “frame” for photo memories but be careful not to block the view

(right): large scale tiered planting beds edged with stone would be appropriate for this site



SWOT Discussion (Strengths, Weaknesses, Opportunities & Threats)



Streetscape Considerations

“Second entrance” to Kluane National Park VRC needs to be strengthened with better placement and sizing of directional signage

Location in highway ROW means site must not be too distracting

Highly visible site means maintenance must be a priority

No room for clutter, keep site development simple

Make sure pedestrian crossing points are well defined, strengthen pedestrian links

Pedestrian crossing options (line painting, etc) must be discussed with Highways; consider where people will tend to cross naturally (especially at key intersections or between features) as well as where they are directed to cross, maximizing safety in each instance

Make viewing platform a pleasant place to sit

Keep site views “clean” and open, avoid vertical features that detract from views or screen adjacent commercial building

Consider keeping Lucania Street closed, clean up and landscape

Take advantage of natural shape of bank

Option A – Junction Overlook

Pros

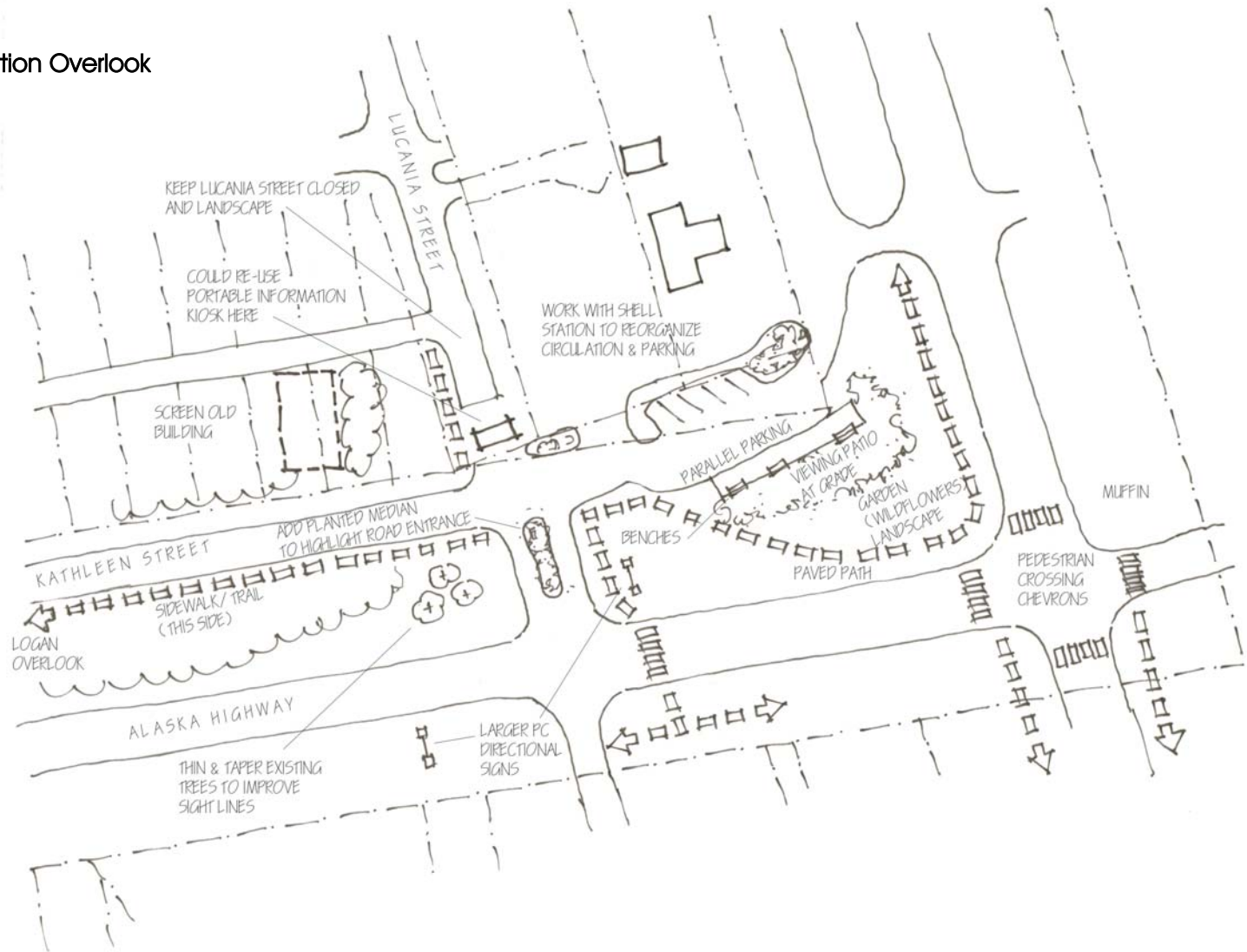
- Strengthens Lucania Street entrance
- Formal sidewalk along Kathleen Street
- New PC directional signs
- Simple overlook area at grade, non-permanent deck
- Minimal impact on adjacent gas station
- Lucania Street kept closed and landscaped
- Clearing improves sight lines
- Reuses information kiosk (un-manned)
- Alaska Highway interpretive panels relocated here
- Natural landscaping concept (opportunity for seed exchange), northern mountain theme

Cons

- Kathleen Street sidewalk expensive
- Not much room for parking
- Leaves old building where it is
- More low key than Option B



Option A - The Junction Overlook



Option B – Junction Overlook + Lucania Street Landscaped

Pros

Kathleen Street pedestrian link uses trail rather than sidewalk

Larger deck/garden area

Only one (1) two-sided PC directional sign needed

Lucania Street not opened, used for parking and information kiosk

Old building renovated or demolished

More formal garden & flora display (annual flowers)

Cons

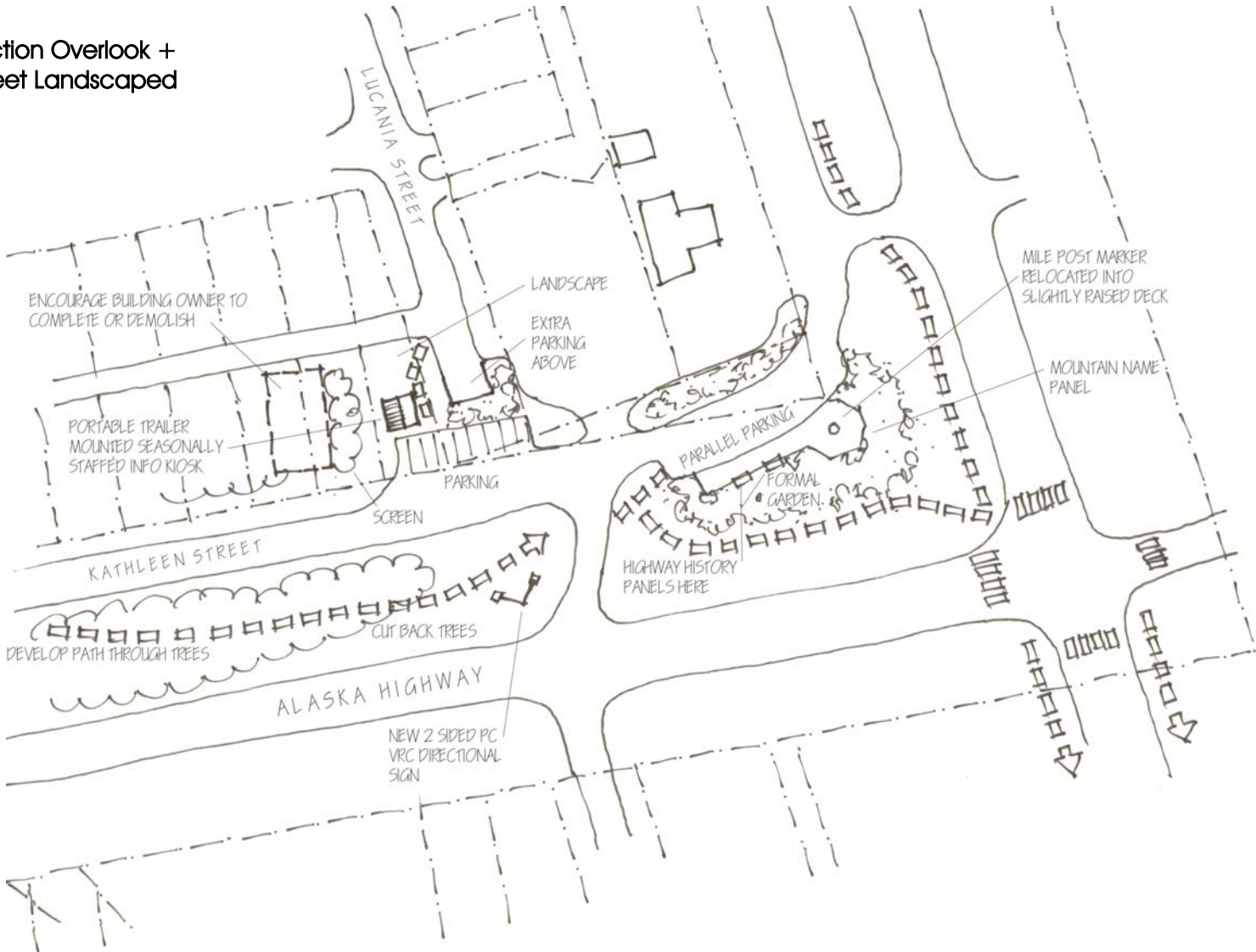
Kiosk requires staffing

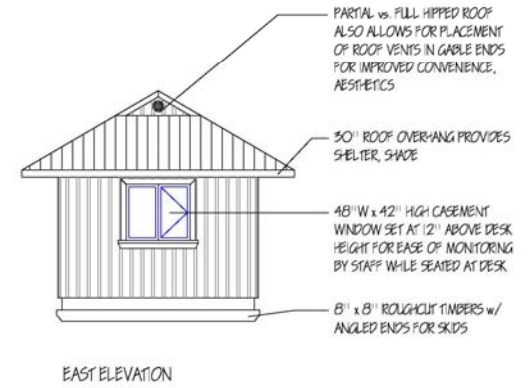
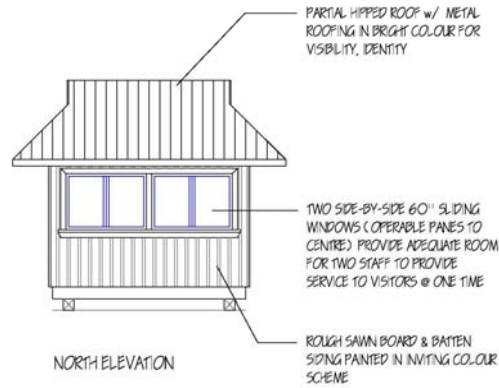
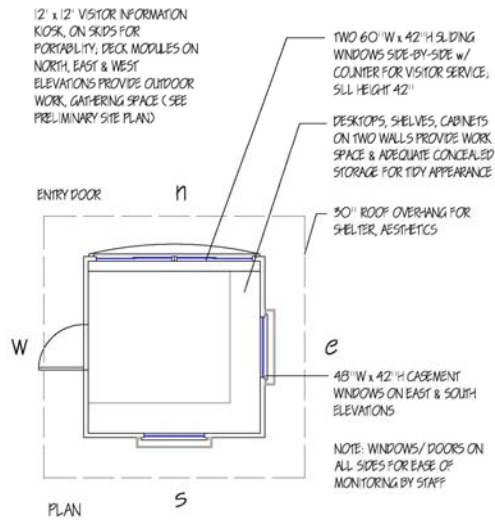
More elaborate development has higher construction/annual maintenance cost

Lucania Street entrance not as prominent

Old building privately owned

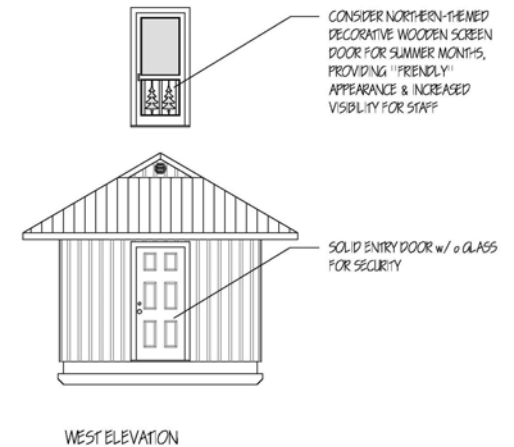
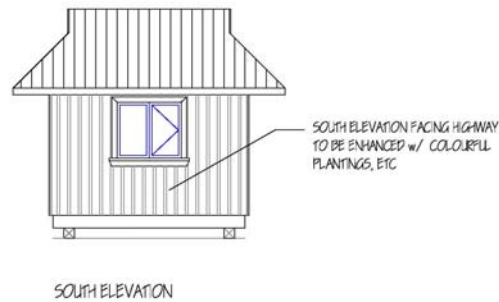
Option B - The Junction Overlook +
Lucania Street Landscaped





Information Kiosk example

- + portable 12' building on skids, can also incorporate ground level, portable decking; change orientation to suit site
- + large sliding windows in front for dispensing visitor information
- + rustic form, finishes, design themes meet visitor expectations of small town facilities in Yukon
- + that being said, construction & finishing should be of excellent quality





19. Park Renovation/ New Park Development

PROJECTS/PROGRAM

Focus clearly needs to be on maintaining, repairing and improving existing parks/facilities before considering the development of new parks or parkettes (such as that proposed for the Kluane Street verge)

Parks are important as they contribute to walkability within a community by providing stops, destinations, and they are an expression of civic pride and the importance placed on community, family

Necessary renovation/repair of parks to be identified by Village staff, Community Development Committee, community groups, members of the community and the recorded observations of The Village Gardeners

Priority areas to be identified and ranked as to importance, schedule – first priority should always go to safety-related issues and vandalism repair; also consider as higher priority those projects which decrease ongoing maintenance requirements, which provide enhanced experiences and connections to the existing park/greenway/trail/walkway system, or which have identified and willing champions (sports or youth groups, etc) which will increase the probability of ongoing success

For new park development, a checklist of criteria/decision-making matrix should be developed with a clear minimum level of acceptance – for example, a checklist of 10 items which includes questions such as “does this proposed park offer a unique experience or accommodate a new activity not presently available elsewhere in the community?”, with a minimum score of 7 of 10 required before the project will proceed

Park renovation projects and new development are ideal opportunities to call upon the resources of existing youth education/employment programs such as Y2C2, or to solicit in-kind donations of materials or equipment time (particularly in the off-season) from local businesses

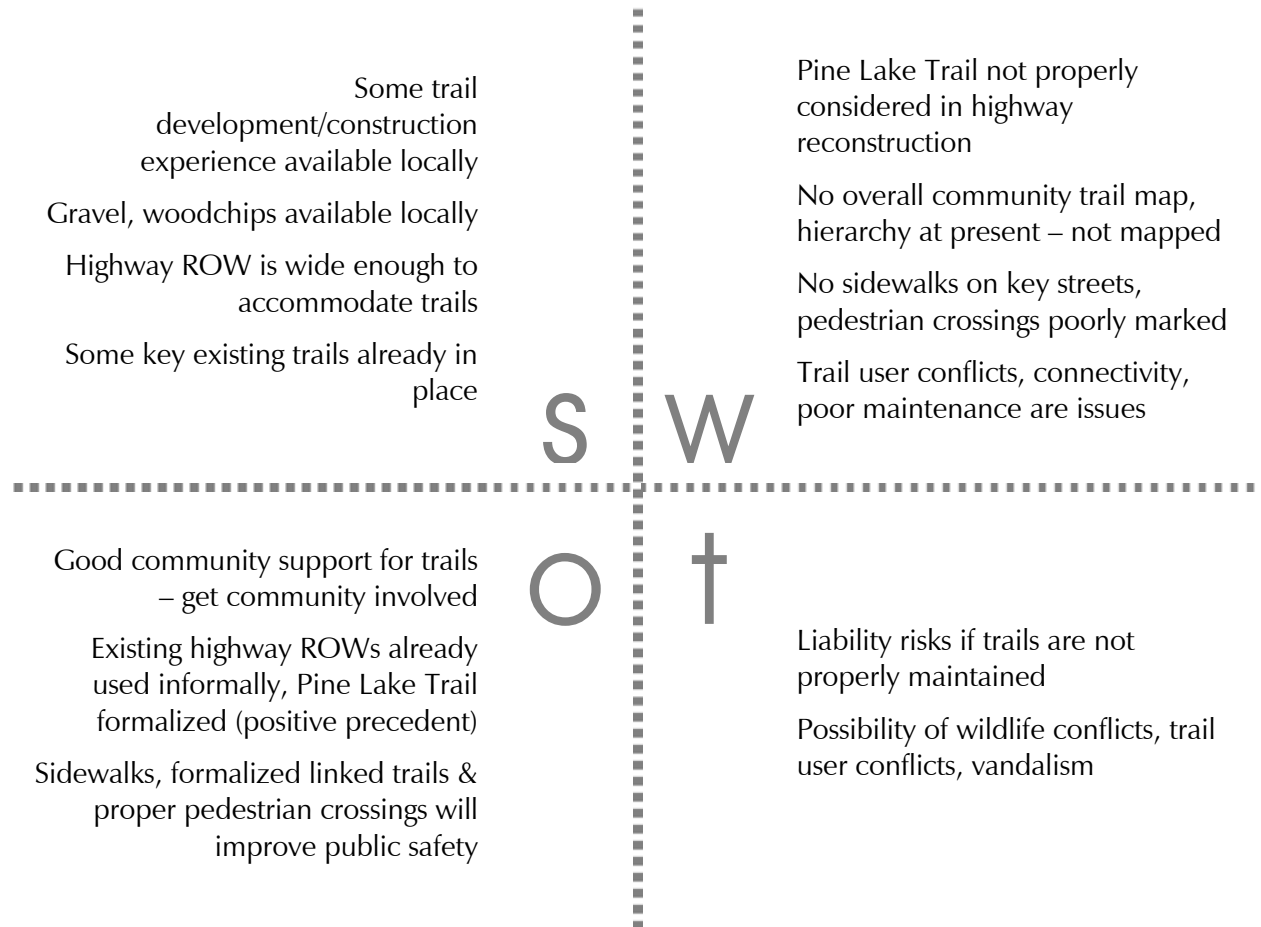
Consider an “Adopt-a-Park” program for school classes, community groups, local businesses; organize annual cleanup days



20. Streetscape, Paths & Trails

STANDARDS

SWOT Discussion (Strengths, Weaknesses, Opportunities & Threats)



Streetscape Considerations

Safety should be a primary concern especially at road crossing points

Use of highway rights-of-way requires permits

Care needs to be taken where trail runs adjacent to power line to leave adequate clearance, provide sufficient marking for anchor cables, etc

Accessibility should be taken into account in establishing standards for design, construction and maintenance

Paths vs. sidewalks

Pros

Significantly lower capital cost

Wider variety of surface treatment options available

Can be used in “urban” and “rural” areas of town

Works better with existing ditches

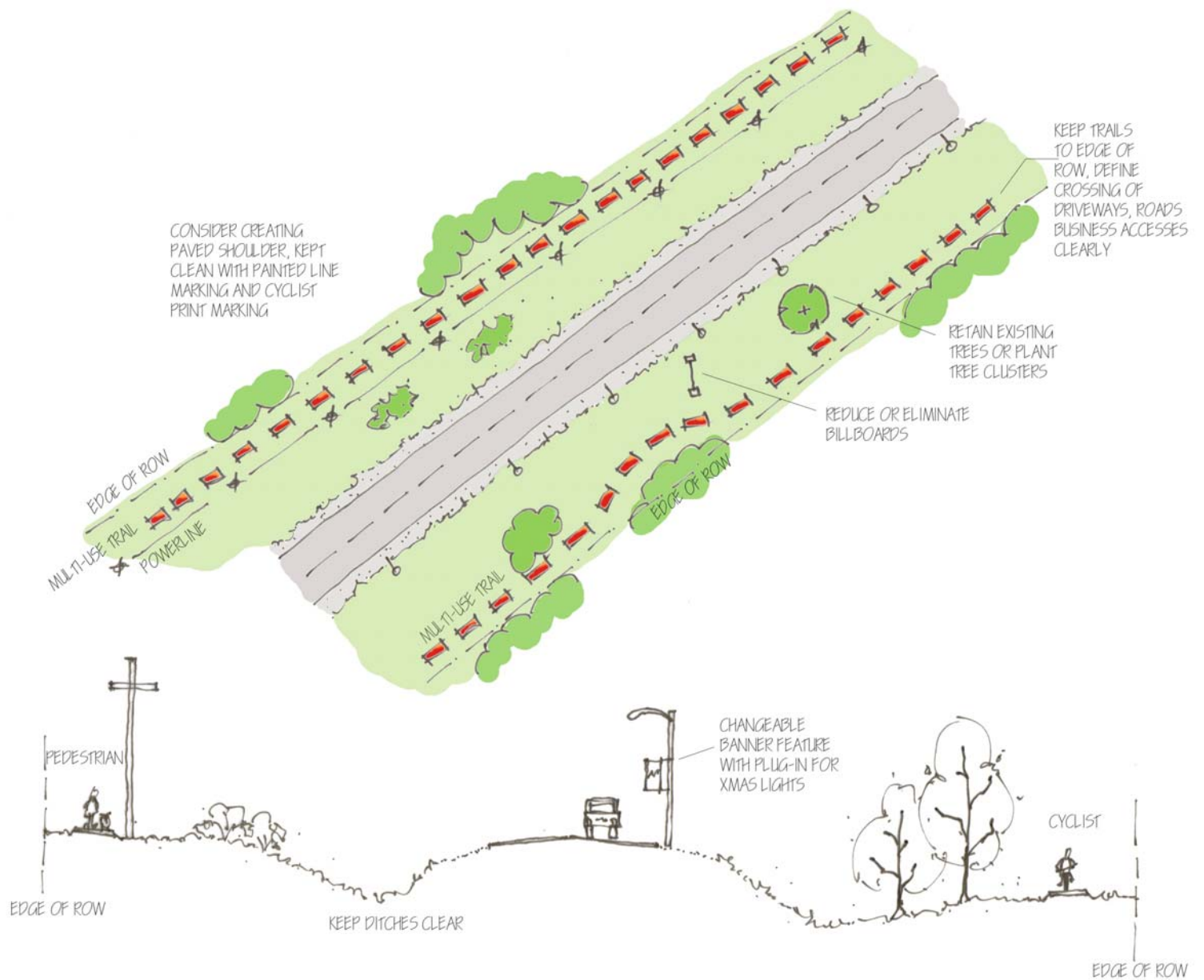
Easier to achieve “organic” non-linear forms

Cons

Sidewalks provide hard road edge, work better with storm sewers

Paved sidewalks more common in urban areas and are more familiar to visitors

Sidewalks less flexible, usually closer to traffic



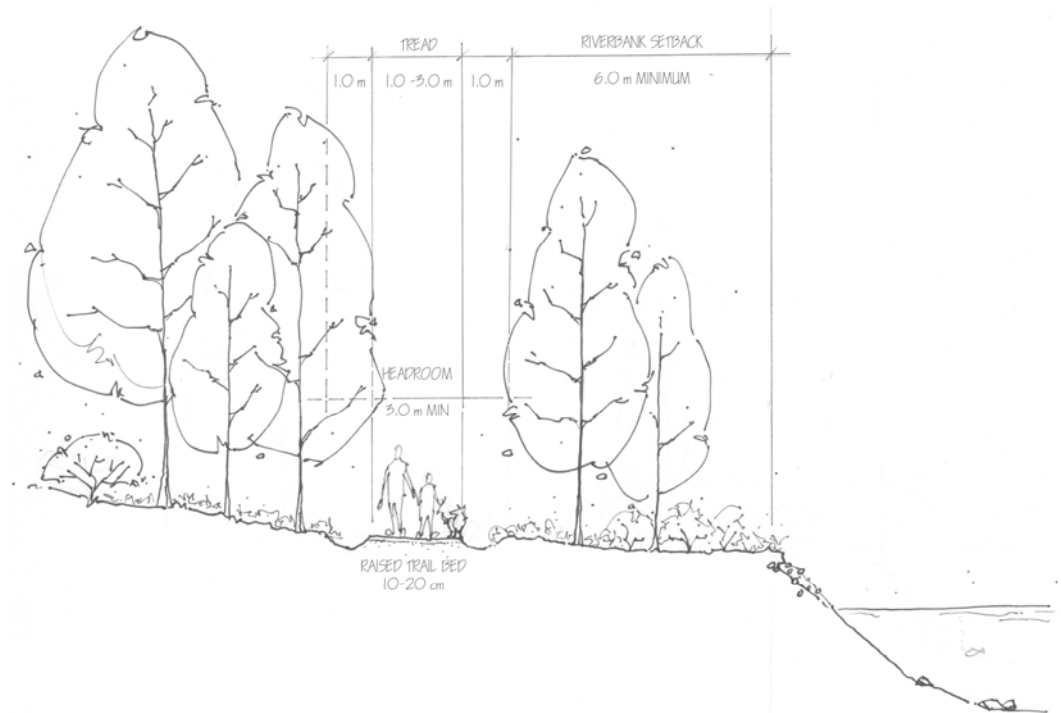
Trail Standards

Establish trail/paths hierarchy

Ensure trail continuity, link facilities/attractions along routes in a logical manner

Width and choice of materials should be consistent with level of expected use and maintenance commitment – 1.0 m maximum with wood chip surface for low-use nature trails, 2.0 – 3.0 m minimum with compacted granular surface for multiuse trails, 2.0 m compacted decomposed granite or chipseal/asphalt surface for high-use, “urban” footpaths

Design for 4-season use where possible



Interpretation Strategy

Proposed Themes

Trails and interpretive nodes should capitalize upon presenting the “Story of Haines Junction” at various locations that best suit the storyline. Appropriate media/methods include either a walking brochure, on-site exhibits or a combination of both. This may influence selection of development nodes and trail routing.

Potential storylines follow five broad themes, as follows:

- Recent Lake Alsek & Dakwakada
- Kluane- Whitehorse Wagon Road Era
- The Junction, Alaska Highway and Haines Road
- Community Development
- Recreational Trails and Opportunities

Interpretive planning should follow in concert with proposed programs and projects for key sites and trails. This will maximize opportunities for on-site or off-site interpretation and provide an interesting educational aspect to park and trail use in addition to the traditional recreational focus.

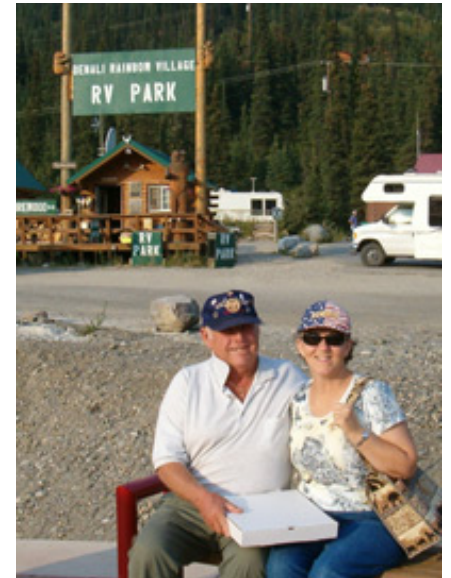
Target Groups - Needs, Expectations & Opportunities

Both residents and the travelling public are deemed of importance to the success of the interpretive strategy, and the needs and expectations of both are to be considered in this strategy.

In order to attract and entice visitors for a longer stay, the focus should also consider an international audience, particularly during the summer season. This may ultimately require production of brochures or signage in other languages, if demand warrants. Off-season, or winter use, should focus more closely on local and regional visitation.

The visitor groups and their needs are well documented in the Kluane Regional Tourism Plan, the Kluane Interpretive Signage Plan and the Alaska/Haines Highway Interpretive Plan. While names of visitor groups vary, the underlying consensus is the same – a need to provide a wider range of recreational and interpretive opportunities, in short more things to see and do.

It is always useful to think of visitor needs from an experiential perspective by thinking in terms of “memories”. What do visitors photograph now, and what would they photograph more of if it were available?



Interpreting the Key Sites

Day-use Area/Festival Park

Issues/Opportunities

- Unparalleled views of Auriol Range and Dezadeash River unfortunately obscured by maze of power poles and lines detracting from interpretive and photographic potential
- Alsek River Plaque needs additional exhibit to properly orient visitors to the Dezadeash as an upper tributary of the Alsek
- Regulatory information for canoeists, rafters is recommended
- Trilingual format does not properly fit support structure; design requires updating, maintenance is needed
- Self-guiding trail is a well used year round facility but interpretation focuses upon summer wildlife habitat only; stories told could be expanded to include interpretation of other seasons and features of interest such as Recent Lake Alsek
- Swallow nest exhibits have good text and graphics but are poorly positioned, without associated landscaping to help define it as a node
- Interpretive panels include 3 different mediums - brass, porcelain enamel and Lexan; a consistent approach is needed (see signage standards recommendations)

Ideas for Discussion

To better utilize the interpretive potential of this trail a winter brochure is recommended to point out winter adaptations to survival on particular wildlife species found in the area, namely moose, beaver, winter birds, etc. A highly graphic approach is suggested with a minimum of text. A detailed site map showing the connection to the Pine Creek Ski Circuit is also recommended (see 10. Trail Signage and Brochures for Individual Trails).

Consider covering existing on-site interpretive signs for protection or remove during the winter season.

The most appropriate overall interpretive theme for this area is exploring the lakebed of Glacial Lake Alsek, from which the Dezadeash River flows creating the present-day wetlands and wildlife habitat.

Village Monument (Muffin) Site

Issues/Opportunities

- Visual clutter of signage, poor maintenance and competing storylines
- Monument itself is continually deteriorating; without adequate repair and maintenance it is increasingly becoming an eyesore, not an appropriate, high profile interpretive attraction
- Too many items are squeezed onto one lot, interfering significantly with interpretive value. Monotone orientation exhibit is outdated; Project 92 Time Capsule, Highway Anniversary Exhibit, log sided building of unknown historic importance and the deteriorating monument all compete for viewer interest
- New town map and trail system orientation required at this location
- This site is an appropriate location to interpret the Trail of '42, the original Alaska Highway to Marshall Creek

Ideas for Discussion

What is the ultimate fate of the existing monument, in realistic terms? What are the evaluation criteria, and is there a formal decision-making process/matrix being considered for determining its future, pending results of a more detailed assessment and costing as recommended in 17. Village Monument (Muffin) Site? Which stories are most appropriately told here and are there better locations for certain features such as the Time Capsule?

One suggested alternative to the existing monument:

A four-sided kiosk, with support posts of a Southern Tutchone motif, would be well suited at the square to replace the monument and existing clutter of interpretive signs. This could be similar in function and appearance to the Dempster Highway Exhibit at the junction of the Klondike Highway. Each quadrant could focus on a different aspect of regional attractions:

Quadrant 1

Town History and Development

Quadrant 2

Recreational Trails radiating out from the Village, with an overview of location, distances and points of interest; would include Dezadeash River Trail, Pine Creek Trails, Pine Lake Trails, and Marshall Creek Road

Quadrant 3

Orientation map for Walking Tour of the Village, with a self-guiding brochure

Quadrant 4

Billboard of special events and current notices, particularly those of interest to the travelling public

The Junction Overlook

Issues/Opportunities

- Key strength is the mountain view
- Important not to clutter the viewscape or vehicular sight lines
- Viewscape and experience varies markedly depending on the approach
- Majority of Alaska-bound traffic turns right and southbound traffic left
- This is also a high-visibility location and adjacent the poorly marked secondary entrance to the KNP Visitor Centre
- Site consists of part of highway right-of-way and is adjacent private property not owned by the Village of Haines Junction; all proposed works would require access, use and signage permits
- It is essential to ensure that the private property owner is on-side and sees a benefit to any development proposed

Ideas for Discussion

Is this a better location to tell the road history than the Muffin corner, which currently includes the Alaska Highway interpretive signage? Could it include a distance sign pole as exists on Keno Hill?

What is the message, and what is the memory? For example, the south-facing slope lends itself to ideas such as floral displays which would not affect sight lines or create safety concerns – and could have major impact if thoughtfully laid out and properly maintained.

Signage Standards

Overview

A sign is a static, non-verbal form of communication, working year-in and year-out to deliver messages, information, explanation, elucidation and direction. Good signage is visually accessible, and exhibits clarity of information. It can also serve to give visitors a sense of place and arrival, enhance visitor experience, prolong visitor stay, provide the framework and context for a place or region, highlight what's important to know about a place, honour it's history and the efforts of individuals in the locality.

Good signage is designed and fabricated with care to easily deliver its message and to function with little maintenance in all weathers over a prolonged period of time.

The Signage Standards are aimed at providing guidelines, unifying elements and significant considerations to ensure that all signage is effective, fulfilling its intended purpose.

Critical to the success of any signage program is the consistent application of a variety of inter-related elements. By providing continuity of design, materials and aesthetic values, the signage becomes more readily accessible to visitors and residents alike, projects a common voice and provides a cohesive experience to those touring the community.

Unifying Elements

1) Identity Slogan

For years, Haines Junction has used the slogan “Gateway to Kluane” to convey its principal attraction and attribute. While accurate, the expression may have diminishing resonance for tourists, who have gone through many such “gateways” as they travel north. Each subsequent gateway serves to further impoverish the power of this metaphor.

One simple way to address this problem is to state the same concept in a fresh way. One possibility would be:

Haines Junction *window on Kluane*



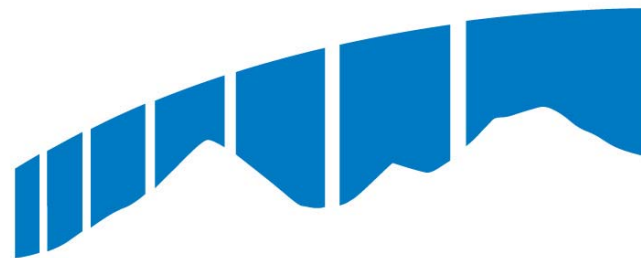
As a slogan, “window on Kluane” suggests much that gateway does, but is more suggestive of both the literal and figurative view. **Gateway to** suggests a portal, a place you pass through. **Window on** suggests a place from which you can contemplate the view that lies ahead.

2) Identity Graphic

The purpose of an identity graphic is different than a corporate logo and is not intended to replace it. It must be simpler, readable from a distance, and it has to make a connection to the viewer. The corporate logo can be added along with the identity graphic where appropriate to indicate municipal ownership, etc.

We propose adopting aspects of the graphic developed for the St. Elias Convention Centre as Haines Junction's graphic identity for several reasons:

- it does not have the reproduction limitations inherent in the current village logo (which is better suited for use as a more formal "corporate seal" than a more versatile graphic device);
- it is currently identified with the community in an official capacity as it identifies the building that houses the Village offices;
- the descriptor "convention" is being dropped from the official name of the building, giving the graphic wider scope; and
- the identity effectively represents Haines Junction's key physical attribute and attraction, the mountain profile, as well as the new slogan, as it graphically depicts the "window on Klwane".



HAINES JUNCTION
WINDOW ON KLUANE

3) Common Colour Palette

- Blue - Pantone 300
- Red - Pantone 1805
- Brown - Pantone 1605
- Green - Pantone 340



4) Common Typography

Stone Informal (dominant font family for headlines, subheads, simple directional)

Stone Informal

Stone Informal italic

Stone Informal Semibold

Stone Informal Semibold italic

Stone Informal Bold

Stone Informal Bold italic

Univers (subordinate font family for body copy, captions, secondary text)

Univers 45 Light

Univers 45 Light Oblique

Univers 55

Univers 55 Oblique

Univers 65 Bold

Univers 65 Bold Oblique

Signage Requirements

Program Outline

1) Walkways/Trails/Interpretive Signage

- 1.1 Trailhead signage
 - 1.1.1 Major
 - 1.1.2 Minor
- 1.2 Interpretive signage
 - 1.2.1 Major
 - 1.2.2 Minor
- 1.3 Informational/Directional
 - 1.3.1 Wayfinding/Directional
 - 1.3.2 Kilometre Markings
 - 1.3.3 Informational, Warning

2) Key Site Signage

- 2.1 Day-Use Area/ Festival Park
- 2.2 Kluane St. Gateway
- 2.3 Village Entries

3) Program Signage

- 3.1 Street Banners
- 3.2 Corporate/Accessory Graphics
- 3.3 Commemorative plaques
 - 3.3.1 Bench
 - 3.3.2 Dedicated street trees
 - 3.3.3 Dedicated wild trees

Key Signage Types

1) Walkways/Trails/Interpretive Signage

All signage is to be mounted to a pressure-treated (PWF) post or treated log support system. All posts to be planted at a minimum depth of 30% of aboveground length or 18 inches, whichever is greater. If PWF, planted end to be uncut, and all cut surfaces to be treated. The entire post support system, wherever it is employed, is to be stained brown in a colour approximating Pantone 1605. The advantages of this system is that it:

- reflects the aesthetic and patterns of the proposed logo and slogan;
- is flexible and still visually cohesive whether applied to major or minor signage;
- is moderate in cost;
- can readily be fabricated;
- is consistent with the wilderness values of the setting; and
- is adaptable to available materials, functioning equally well with 6x6, 8x8, 10x10 surfaced stock, round stock, rough cut or smooth.

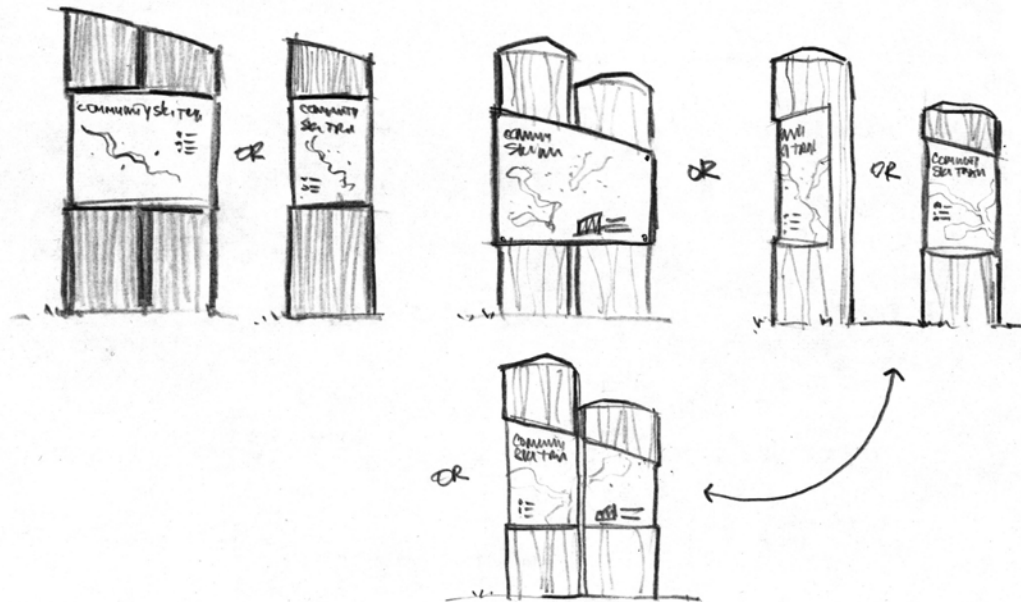
All sign panels will be output as 3M vinyl, full colour, adhered to epoxy-coated 14 gauge steel pans. This system is proven, relatively cost effective, and can be produced locally. Duncan's Ltd of Whitehorse is the major fabricator and supplier of metal pans for interpretive signage in the territory.

For single panel trailhead signage spanning multiple post supports, a conventional framework of 2x dimensional lumber must be installed to support a full size $\frac{3}{4}$ " plywood blank. The steel pans require a $\frac{3}{4}$ " flange with rounded corners and welded seams, and are permanently mounted to the plywood blanks with silicone adhesive. Alternatively, tamper-proof screws may be used through mounting holes in the flange.

All other signage mounted to individual posts requires no flanges on the metal pans and no plywood blanks. They may be mounted with silicone adhesive or with tamper-proof screws through appropriately placed holes.

1.1 Trailhead Signage

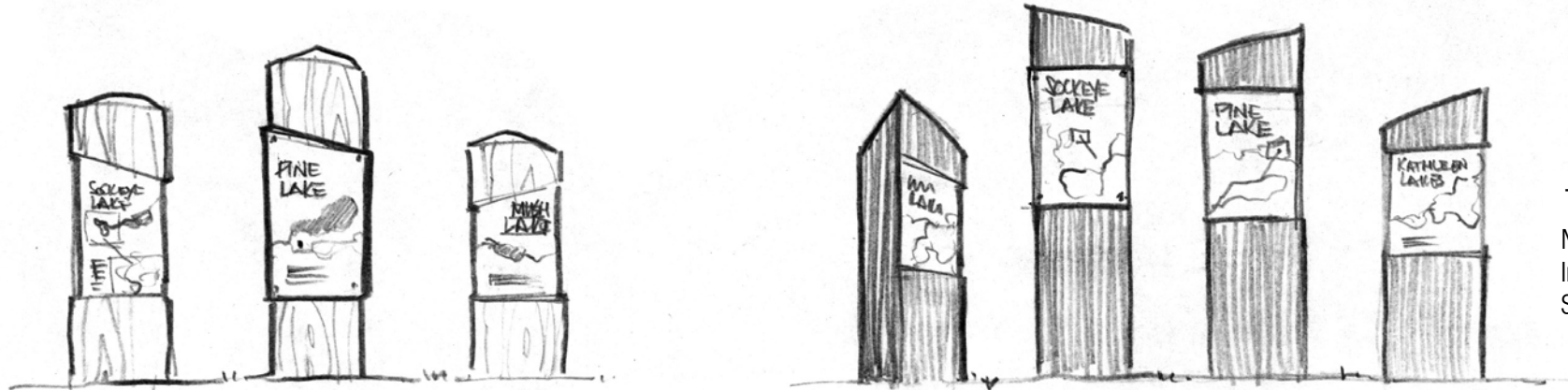
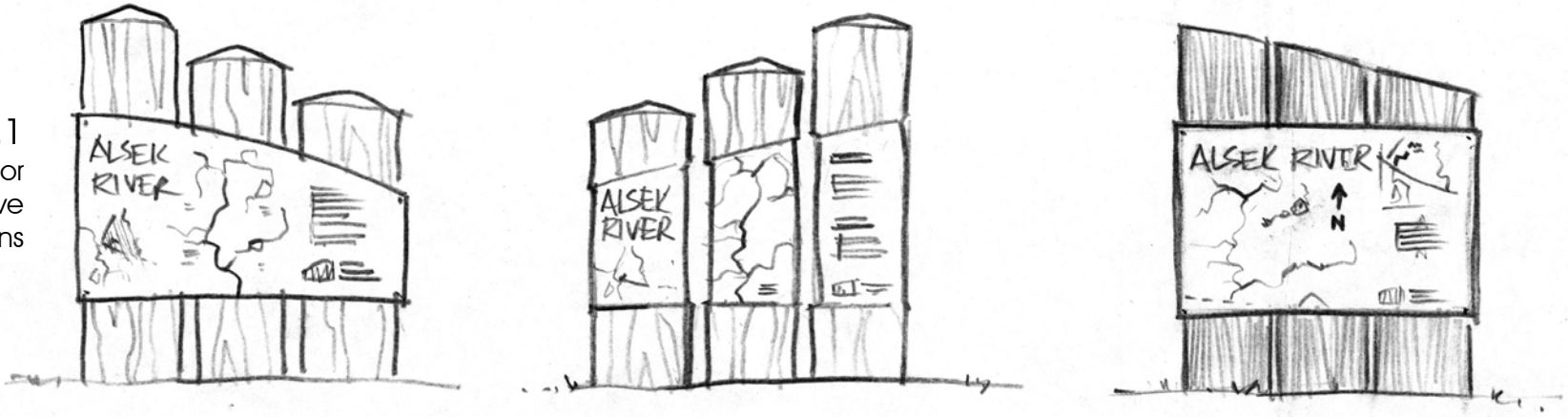
1.1.1 Major Trailhead Signage Options



1.1.2 Minor Trailhead Signage Options

1.2 Interpretive Signage

1.2.1
Major
Interpretive
Signage Options



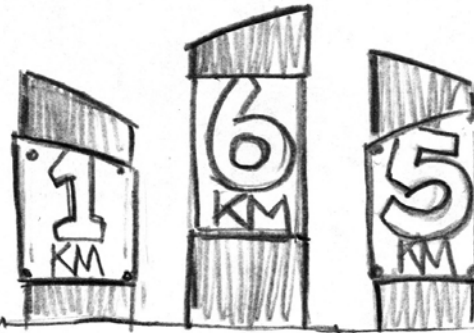
1.2.2
Minor
Interpretive
Signage Options

1.3 Informational/Directional Signage

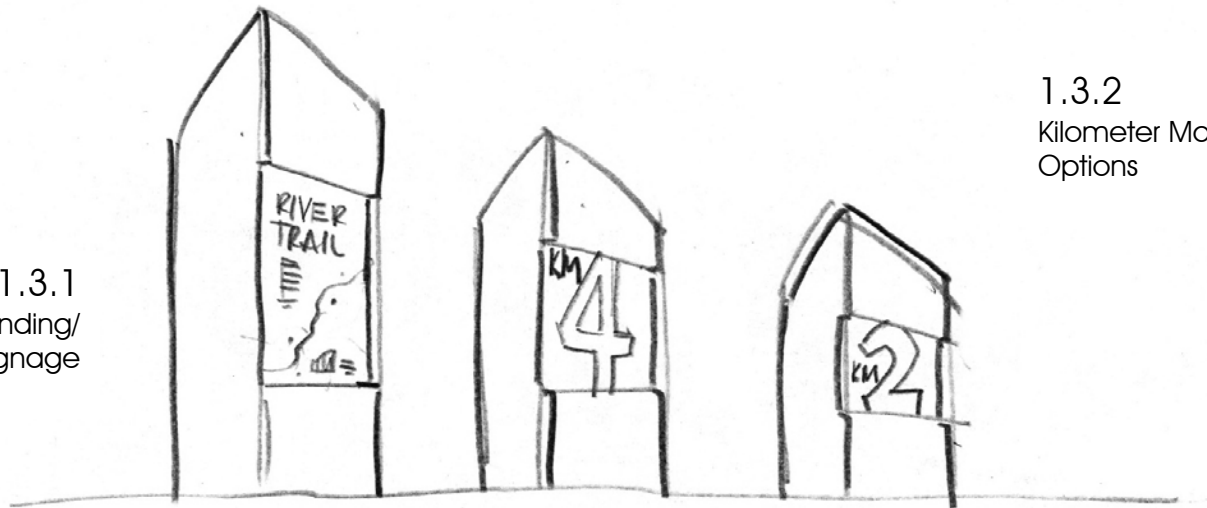
WAYFINDING
OR DIRECTIONAL

KILOMETER MARKINGS

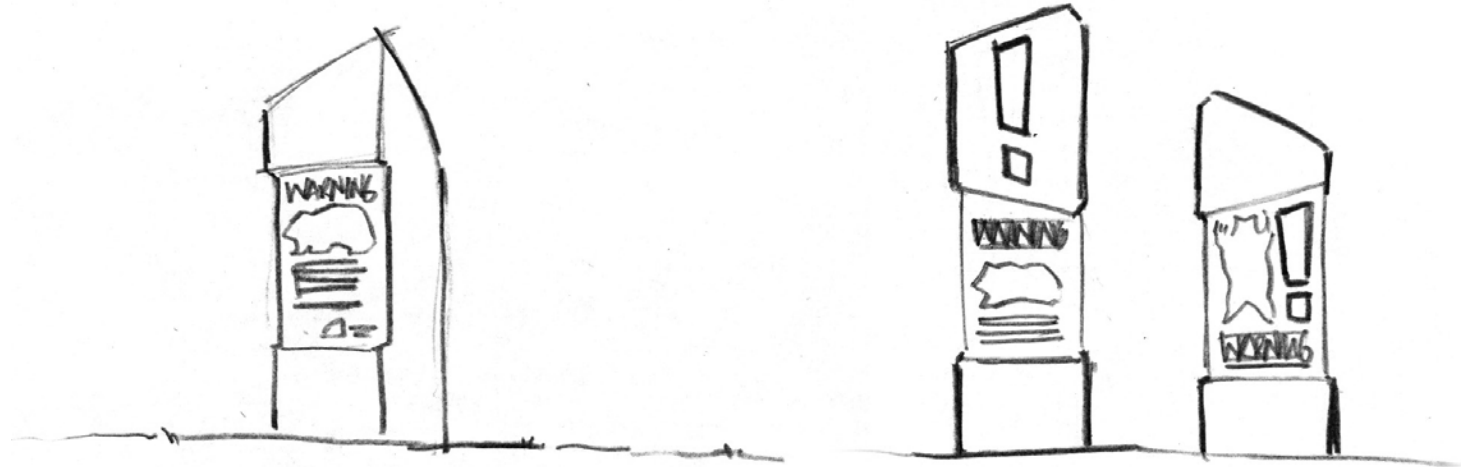
DIRECTIONAL



1.3.1
Wayfinding/
Directional Signage



1.3.2
Kilometer Marker
Options



INFORMATIONAL/WARNING

1.3.3
 Informational,
 Warning Signage
 Options

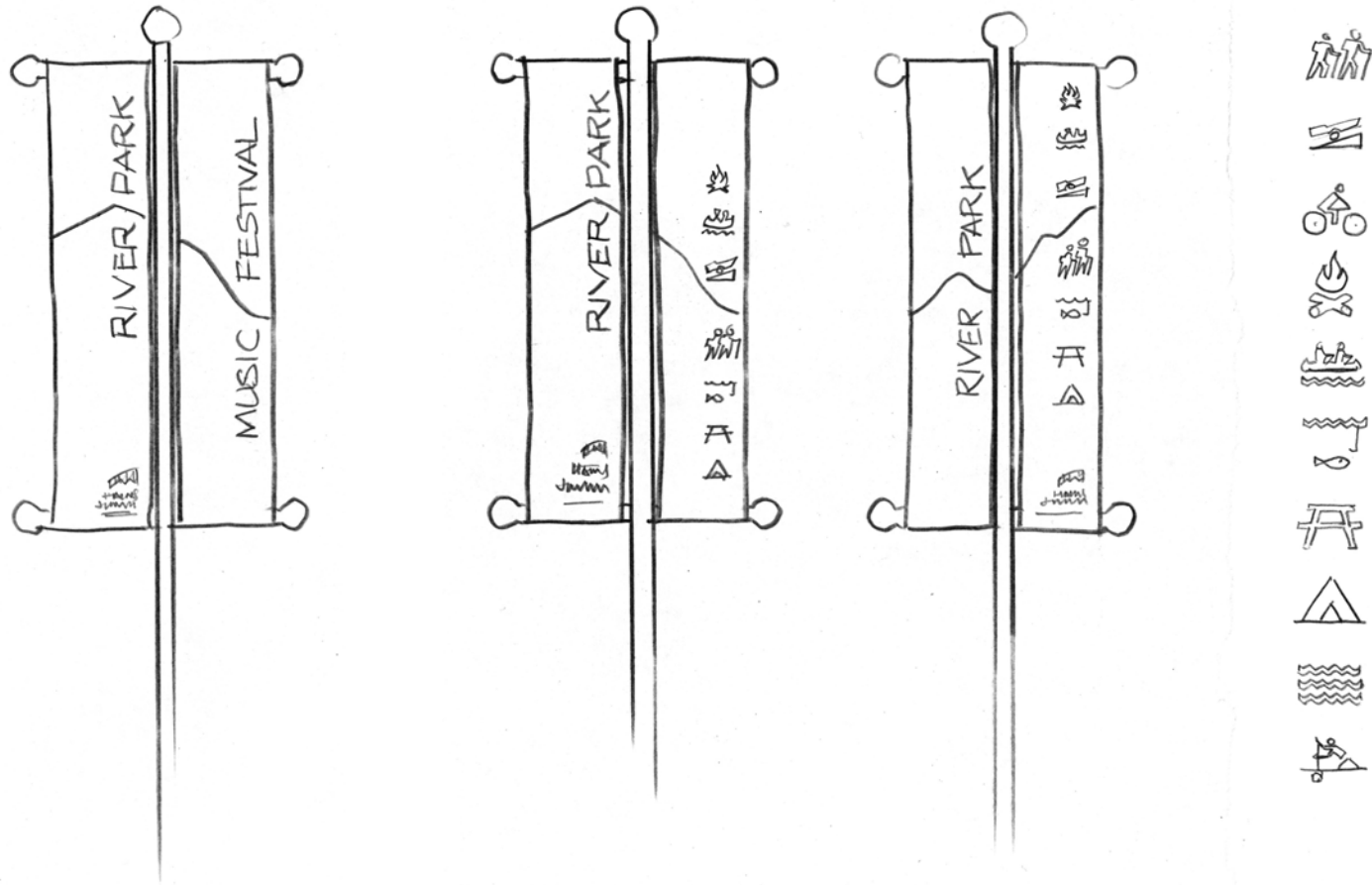


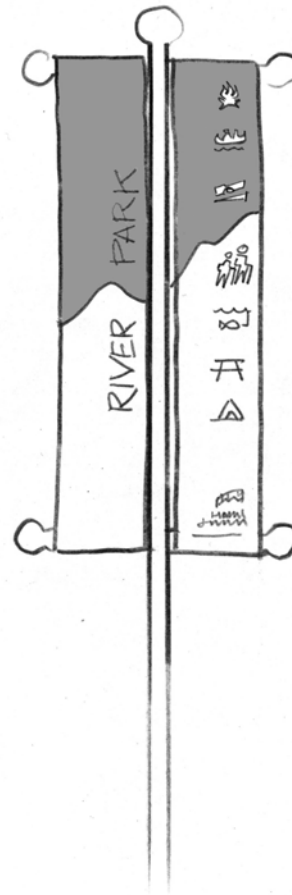
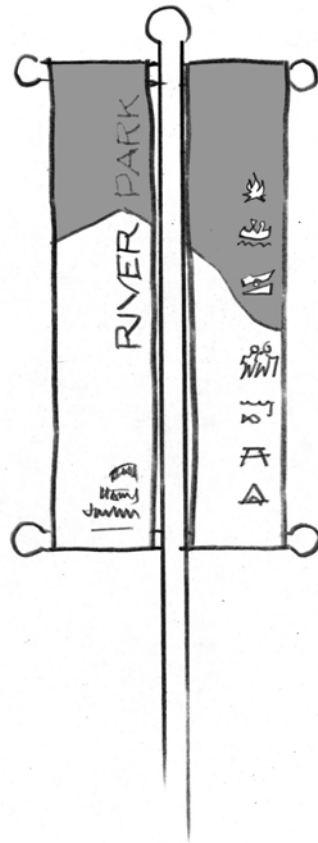
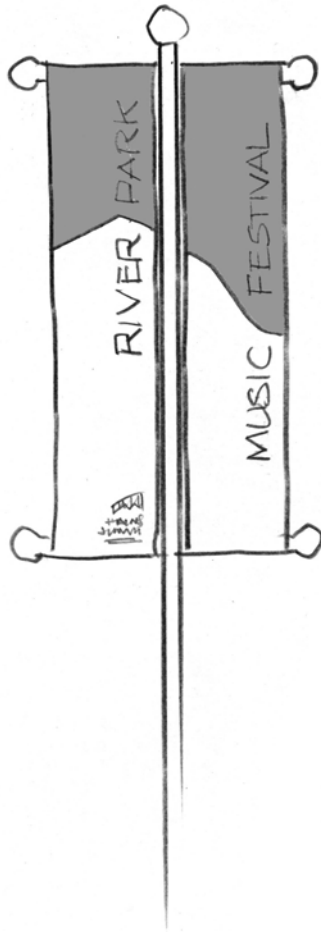
2) Key Site Signage

2.1 Day-Use Area/ Festival Park

The entryway to the park will be flanked by a pair of standards bearing Park identity banners on the outside faces, occasional banners on the inside. For general use, when no specific functions are being held, a pair of generic banners can be employed, with pictographs of the types of day-use activities supported by the park. Banner Images, of Milton, Ontario, is a major fabricator and supplier of banners and related mounting materials for the territory.

2.1a
Day-Use Area/
Festival Park Options



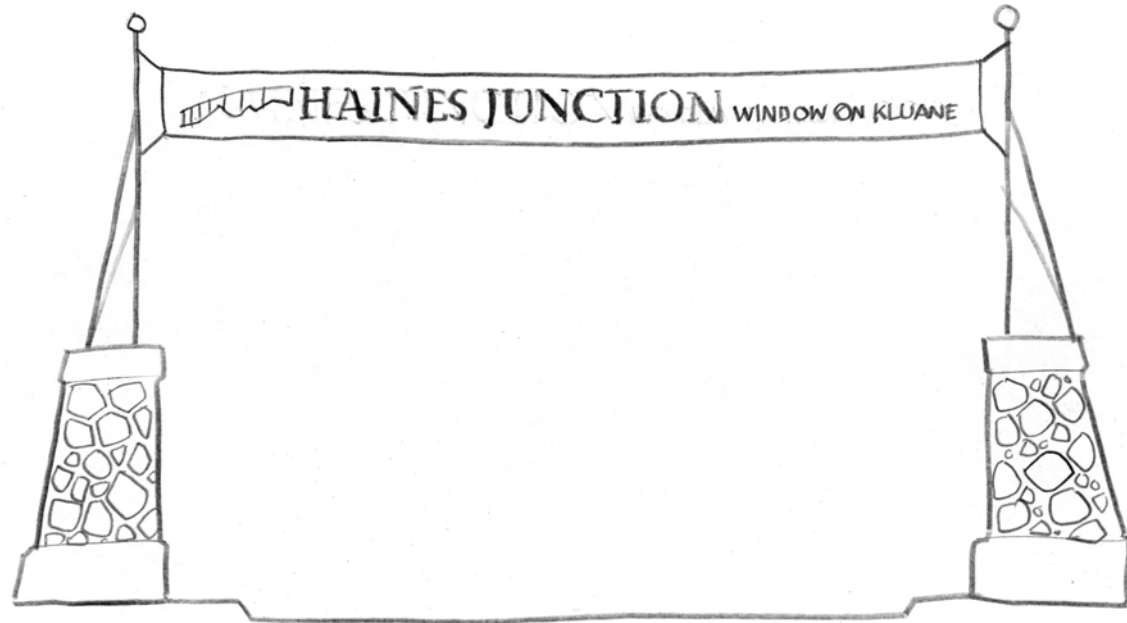


2.1b
Day-Use Area/
Festival Park Options

2.2 Kluane St. Gateway

One option includes a substantial pair of standards to which an inexpensive Tyvek banner can be mounted which will enhance each side of this key intersection. Tyvek banners are relatively inexpensive and can be readily produced for occasional events. For non-specific use, we recommend a Haines Junction entry theme. Inkspirationz Graphix of Whitehorse is the key supplier of printed Tyvek materials in the territory. More permanent banners made out of steel, aluminum or other materials are possible options to address concerns about wind.

For further discussion of design layout options for the Kluane Street Gateway site, please see Section 15 under 'Key Sites Development'.



2.2
Kluane Street
Gateway Banner

2.3 Village Entries

These signs are fabricated as a more substantial version of the system proposed for Trailhead signage. All standards apply.

2.3a
Village Entry Signage
Option

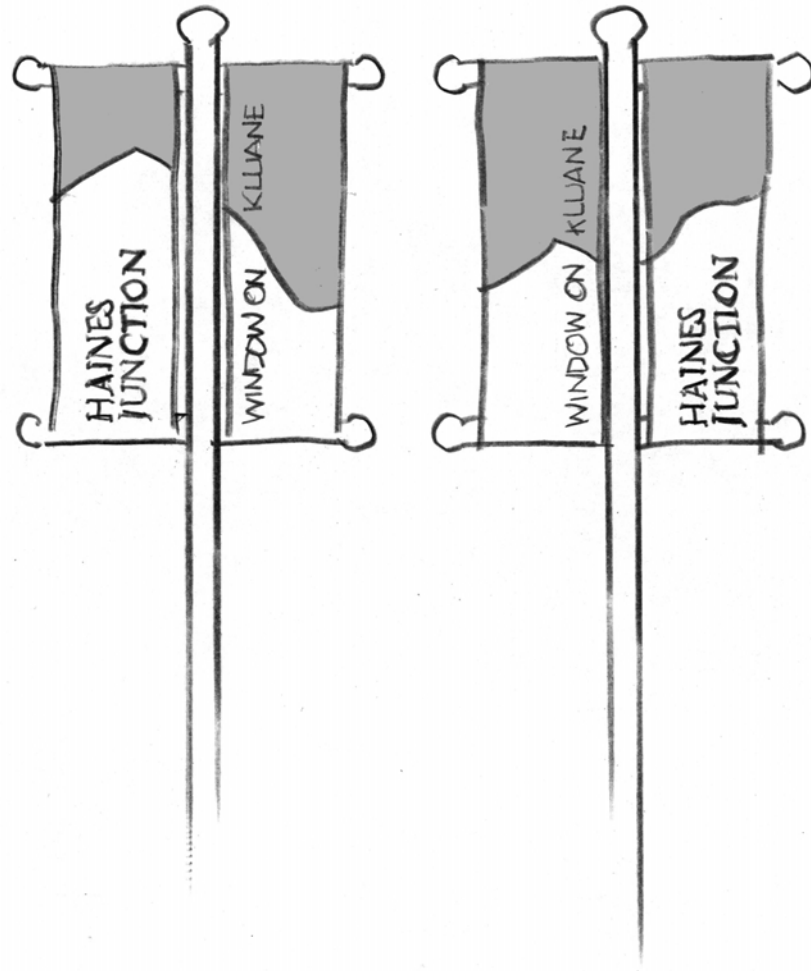


2.3b
Village Entry Signage
Option

3) Program signage

3.1 Street Banners

These are conventionally manufactured and mounted to existing utility posts, etc. They are designed to carry the mountain graphic theme across in pairs. The design is simple and direct, in an economical 2-colour variation, consistent with our colour scheme.



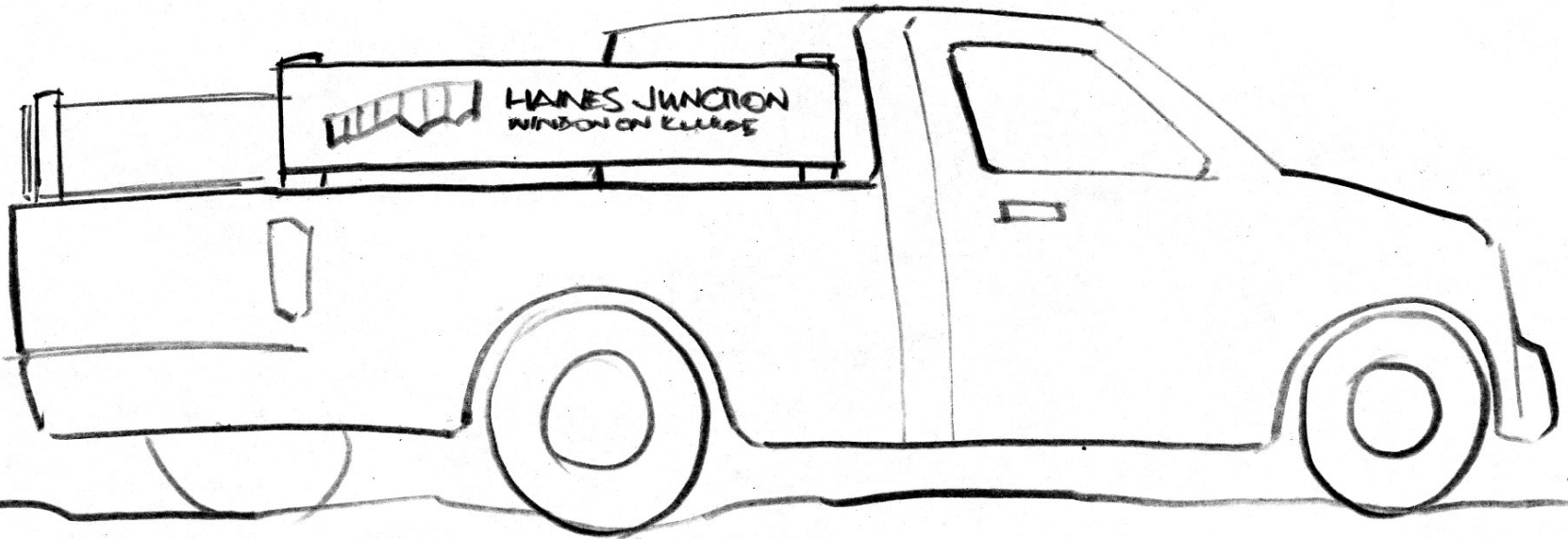
3.1
Street Banners

3.2 Corporate/Accessory Graphics

These are based primarily on the graphic device and logo, serving to reinforce the various programs that they deliver.



HAINES JUNCTION
WINDOW ON KLUANE



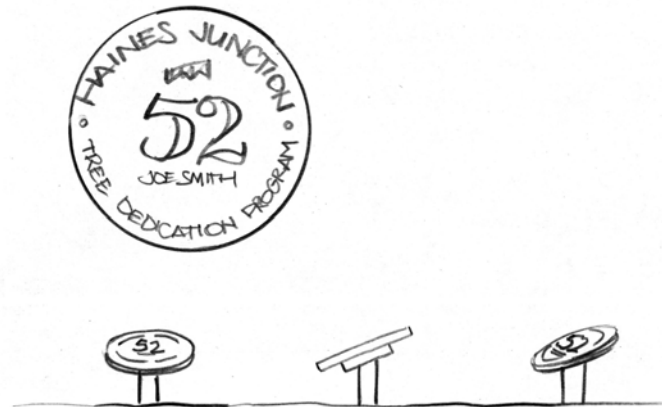
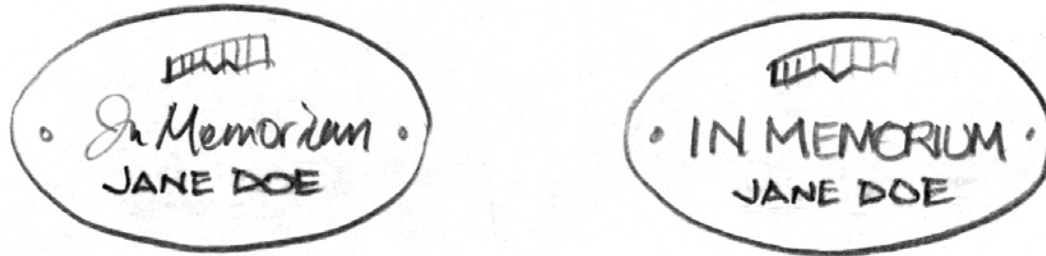
3.3 Commemorative Plaques

These can be economically produced by local fabricators, such as Summit Awards, of Whitehorse, in small quantities and as required. The base material is an inexpensive and durable 2-toned plastic known as Lamicaid.

A digital design file is used by this fabricator to etch the blue surface material, exposing the white inner core in a reversed effect that is crisp and easily read. Mounting holes can be readily bored as required. The mounting stakes for tree plaques can be produced by any competent metalworker out of galvanized material.

An alternative to ground level stakes for commemorative tree plaques – particularly for wild trees in natural areas - is a simple system in which the plaque is mounted to the tree at eye level with a single screw through a hole bored at top center of the disk. A spring is placed over the screw, between the tree and plaque and the screw driven only to the point that sufficient spring tension is developed to keep it firmly in place. In this way, the tree can continue to grow without distorting the identity plaque, and vice versa.

3.3.1 Commemorative Bench Plaques



3.3.2 Commemorative Street Tree Plaques

Implementation Strategy Chart

Programs/Projects		Resources		Suggested Timeframe					
		Cost Class	Time Class	Year 1	Year 2	Year 3	Year 4	Year 5	Beyond
1	The "Village Gardeners" – Seasonal Maintenance Crew	1	TM						
2	"Best Impressions" – Business District Improvement Initiatives	1							
3	"Flags Aflutter" - Flag Exchange Program, Street Banner Program	1							
4	Commemorative Bench Program	1							
5	Commemorative Tree Program	2	TM						
6	"Mountain Flower Power" - Seasonal Planter Box Program	1	TM						
7	"Communities in Bloom/Winter Lights" – National Beautification Programs	1	TM						
8	Public Outdoor Art Programs	2	TM						
9	Trails Naming Program	1							
10	Trail Map/Brochure	1							
11	Trail Signage & Brochures for Individual Trails	1							
12	Trail Wardens/Guardians (Staff & Volunteer)	1	TM						
13	Trail Renovation/New Trail Development	3	TM						
14	Village Entries (X3)	2	TM						
15	Kluane Street Gateways	2							
16	Day-Use Area/Festival Park	3							
17	Village Monument (Muffin) Site	3							
18	The Junction Overlook	2	TM						
19	Park Renovation/New Park Development	3							

KEY: Approximate Cost Range: **1** - <\$25K **2** - \$26K - \$99K **3** - > \$100K Relative Time Requirements (Staff/Volunteers): low **TM**medium high

Program/Project Partners Chart

		Parks Canada	Government of Yukon Protocol	YG Highways	YG Economic Development	YG Tourism	YG Heritage	YG Advanced Education (Summer Employment Program)	Yukon Youth Conservation Corps (Y2C2)	Yukon College	St. Elias School	Community Development Fund (CDF)	Champagne & Aishihik First Nations (CAFN)	Haines Junction Chamber of Commerce	Private sector partners	Association of Yukon Communities (AYC)	Tourism Industry Associations TIAY, YTEC	Local arts community	Service clubs	Local residents / Community Groups	Government of Alaska Protocol	Haines Chamber of Commerce (AK)	Residents of Haines, AK	Special partners: Mountaineering suppliers	Special partners: "sister" mountain communities	Special partners: Yukon Master Gardeners	Special partners: Yukon Energy, YECL
1	"The Village Gardeners" Seasonal Maintenance Crew	x		x				x					x	x													
2	"Best Impressions" Business District Improvement Initiatives			x	x					x		x		x	x	x	x										
3	"Flags Aflutter" Flag Exchange/Banner Program		x	x		x					x	x		x				x		x	x	x	x				
4	Commemorative Bench Program	x									x	x	x	x	x				x	x							
5	Commemorative Tree Program	x		x							x	x	x	x	x				x	x				x			
6	"Mountain Flower Power" Seasonal Planter Box Program			x		x			x		x	x	x	x	x			x	x	x						x	
7	"Communities in Bloom/Winter Lights" National Programs	x									x		x	x	x		x	x	x	x		x	x	x			x
8	Public Outdoor Art Programs	x				x	x			x	x	x	x	x	x			x		x		x	x		x		
9	Trails Naming Program	x					x				x		x					x	x	x							
10	Trails Map/Brochure	x							x	x	x							x		x							
11	Trails Signage & Brochures – Individual Trails	x					x			x	x									x							
12	Trail Wardens/Guardians (Staff & Volunteer)	x		x				x	x				x							x							
13	Trail Renovation/New Trail Development	x		x			x		x				x	x						x							
14	Village Entries (X3)	x				x						x	x						x								
15	Kluane Street Gateways	x		x								x															
16	Day-use Area/Festival Park	x		x		x	x					x	x							x							x
17	Village Monument (Muffin) Site			x			x					x								x							
18	The Junction Overlook			x		x	x				x			x						x					x	x	
19	Park Renovation/New Park Development						x		x		x		x	x						x							

Parks and Trails Maintenance Policy

Experience has shown that proper maintenance of landscape features is as important as using sound construction methods and making the right choice of materials. The following section is provided as a suggested framework for a new, more comprehensive maintenance policy for the Village of Haines Junction.

Enabling Legislation

1. Section 177 (a) of the Municipal Act provides “ A council is responsible for (a) developing and evaluating the policies, services, and programs of the municipality”.

Purpose

2. To describe which municipal parks and trails are to be maintained and to what level of service standard as designated by Village Council.

Exclusions

3. The Parks and Trails Maintenance Policy specifically excludes the following:
 - a. Sidewalks and public rights-of-way;
 - b. Utility rights-of-way;
 - c. Greenbelts and/or environmental protection areas;
 - d. Road rights-of-way and medians;
 - e. Special events;
 - f. Portions of the Dezadeash River Trail and associated facilities under the purview of Parks Canada; and
 - g. All other parks or open space not specifically designated as Priority Parks and Trails under this policy as defined in Appendix A – Priority Parks and Trails List.

Policy Statement

4. The Village of Haines Junction is responsible for the maintenance of public parks and trails within the geographical boundaries of the Village. This maintenance responsibility includes, but is not limited to, regularly scheduled parks and trail maintenance activities. The Village will provide this service on a priority basis in a cost-effective manner, keeping in mind safety, budgets, personnel and environmental concerns.

Objectives

5. The objectives of this policy are:
 - a. To provide an annotated list of priority parks and trails, to be reviewed on a yearly basis by Council;
 - b. To assign appropriate levels of service to the priority parks and trails;
 - c. To describe and schedule specific tasks associated with designated service levels;
 - d. To ensure that Village-owned parks are maintained in a safe, efficient and cost effective manner;
 - e. To prevent or reduce accidents and injuries; and
 - f. To provide a framework to facilitate the effective reallocation of available resources in accordance with the policy and standards.

Definitions

6. In this policy:
 - a. "AERATION" means a mechanical technique to improve water penetration and soil structure by relieving compaction, often by coring.
 - b. "CULTIVATION" means techniques used in preparing or maintaining ground in planting beds and may include clearing of debris, digging or loosening of the soil, harrowing, raking, and levelling the soil surface.
 - c. "DEADHEAD" means the removal of spent blooms from annual bedding plants to maintain a tidy appearance, prevent the formation of seed heads and encourage further blooming through the season.

- d. "DETHATCHING" means a mechanical technique involving a series of vertical cuts into turf to penetrate and remove accumulated layers of decaying plant material on the soil surface.
- e. "EDGING" means the mechanical control of turf adjacent planting beds or other landscape features such as walkways.
- f. "ENVIRONMENTAL PROTECTION AREAS" means those areas intended, because of their inherent natural features or hazards, to remain in their natural state.
- g. "GENERAL MAINTENANCE" means the routine upkeep of parks fixtures such as benches, picnic tables, etc.
- h. "GREENBELT" means linear tracts of land that are generally undeveloped and which usually separate developed tracts of land.
- i. "IRRIGATION" means provision of water by means of a mechanical system to establish and sustain growing plants.
- j. "MEDIAN" means a dividing area, either paved or landscaped, between opposing lanes of traffic.
- k. "MOWING" means to cut turf grass or naturalized areas (flail mowing) with a mechanical device.
- l. "MULCH" means a layer of organic material (i.e. shredded bark) spread over the bare surface of soil to block the loss of moisture, discourage the growth of weeds and condition the soil.
- m. "OPEN SPACE" means all developed and undeveloped tracts of land including parks, greenbelts, trails and outdoor recreation facilities.
- n. "PARK" means an area of land having facilities for rest and recreation and which may include outdoor recreation facilities.
- o. "PEST CONTROL" means the use of mechanical, chemical or biological means to control insects, fungi or other disease of plants and turf.
- p. "PLANTER" means a container for growing plants, ranging in size from permanent masonry structures to small hanging baskets.
- q. "PRIORITY PARK" means an area of land assigned a priority level under this policy as evidenced by inclusion in Appendix A – Priority Parks and Trails List.
- r. "PRIORITY TRAIL" means a pathway or track assigned a priority level under this policy as evidenced by inclusion in Appendix A – Priority Parks and Trails List.

- s. "PRUNING" means the systematic removal of branches of woody landscape plants to eliminate dead or diseased material, repair vandalism, maintain and enhance plant form, control size or rejuvenate a tree or shrub.
- t. "REPAIR" means to restore grounds or fixtures to sound condition.
- u. "RESEED/OVERSEED" means to replant barren areas with grass seed or to apply grass seed to an existing turf area (used to add additional grass species or to thicken sparse turf).
- v. "ROAD RIGHTS-OF-WAY", means that parcel of land within dedicated to vehicular and pedestrian traffic.
- w. "SUMMER SEASON" means the period of time from April 1st to September 30th.
- x. "TRAIL" means a pathway or track made across an open space, accessible to the public for recreation and leisure activities.
- y. "TREES/GARDENS" means landscape plantings including trees in lawns, boulevards and planting areas, and shrubs and/or herbaceous plants in designated planting areas.
- z. "TRIM" means to make neat and tidy by clipping or pruning.
- aa. "TURF" means a ground surface covered with a matt-forming grass or mix of grasses, as in a lawn.
- bb. "WEED CONTROL" means the use of mechanical means to control unwanted plants in turf, planting beds and other areas.
- cc. "WINTER SEASON" means the period of time from October 1st to March 31st.

Responsibilities

- 7. Village Council shall:
 - a. Set and adopt the Parks and Trails Maintenance Budgets;
 - b. Set and adopt the levels of service; and
 - c. Set and adopt the Priority Parks and Trails List on an annual basis.
- 8. The Chief Administrative Officer shall ensure the implementation of the Parks and Trails Maintenance Policy by:
 - a. Determining when and how to initiate and perform Parks and Trails Maintenance activities;
 - b. Allocating and scheduling appropriate resources;

- c. Obtaining, allocating and scheduling privately held resources;
 - d. Addressing public concerns;
 - e. Managing the Budget; and
 - f. Recommending revisions to the Parks and Trails Maintenance Policy and Appendix A - Priority Parks and Trails List on an annual basis.
9. Village Staff shall carry out parks and trails maintenance in accordance with the Parks and Trails Maintenance Policy, the approved Budget and the instructions of the Chief Administrative Officer and Village Council.

Parks and Trails Priorities

10. In establishing the Parks and Trails Maintenance Policy, the Village must take into consideration its financial and personnel resources. Priorities are established to provide the greatest benefit to the majority of the public. In setting priorities, consideration is given to criteria such as: location; visibility; level of use by both residents and non-residents; recreation needs; nature of the facilities; irrigation; budget funds; personnel; resources and environmental considerations.
11. The Village has set three priority ratings for parks and trails maintenance as follows and as illustrated and identified in Appendix A – Priority Parks and Trails List:
- a. **Priority A:** This priority level may be applied to parks and trails which meet one or more of the following criteria: parks and trails in key locations, such as downtown; parks and trails that are highly visible to the public; parks and trails which receive high levels or intensity of use; parks and trails which are generally viewed from a short distance or experienced close up; parks and trails with a high level of maintenance requirements due to the presence of specialized facilities, fixtures or equipment (i.e. irrigation);
 - b. **Priority B:** This priority level may be applied to parks and trails which meet one or more of the following criteria: parks and trails not in key locations but that are readily visible to the public; parks and trails which receive moderate levels or intensity of use; parks and trails which are generally viewed from medium to long distances; and

- c. **Priority C:** This priority level may be applied to parks and trails which meet one or more of the following criteria: parks and trails which are not in key locations and are less visible to the public; parks and trails which receive low levels or intensity of use; parks and trails which are considered transitional areas from developed areas to natural areas; parks and trails which are generally viewed from a distance.
12. Unless specifically authorized by Village Council, Village Staff will not maintain any other park, trail, open space or outdoor recreation facility not illustrated and identified in Appendix A – Priority Parks and Trails List under this policy.
 13. As part of the annual budget review process, the Chief Administrative Officer shall make recommendations to Village Council regarding the appropriate priority and service levels for any new parks and trails that have been proposed.
 14. The Village has set three service levels for parks and trails maintenance as follows:
 - a. **Priority A:** The service objective is to maintain a neat, orderly, groomed appearance. Plants and lawns are healthy and vigorous. Lawns are uniformly green and are regularly mowed and trimmed to within a 1½" to 2" (38 mm to 51 mm) height range. There are few weeds and little accumulated debris. Seasonal plantings are kept lush and showy during their blooming season. This level requires frequent, regular routine maintenance of a fairly high intensity, with regular monitoring and adjustment to maintain high visual quality. Many of the maintenance tasks require skilled gardeners for proper execution;
 - b. **Priority B:** The service objective is to maintain a generally neat and orderly appearance, adapted to and tolerant of expected wear and tear. Plants and lawns are healthy. Lawns are mowed and trimmed to within a 2" to 2½" (51 mm to 64 mm) height range. Weeds and debris are kept to acceptable levels within the limits of regular visits. Seasonal plantings are not typically found in moderately maintained areas. Routine maintenance is of moderate frequency and intensity, with regular monitoring to avoid serious deterioration; and
 - c. **Priority C:** The service objective is to preserve natural or naturalized conditions while accommodating low intensity activities (i.e. passive recreation). Plants maintain a normal, healthy appearance. Mowing (primarily flail mowing) is done only as necessary. Weeds and debris are removed only as necessary. Maintenance requirements are low to very low. These areas are maintained to encourage or preserve existing native vegetation or naturalized plantings in a more or less natural condition.

15. Individual tasks and scheduling of maintenance services are detailed in Appendix B – Recommended Parks Maintenance Procedures and Frequencies, Appendix C – Christmas Lights Program Schedule and Appendix D – Banner Program Schedule and will be reviewed on an annual basis.

Public Relations

16. The Chief Administrative Officer at 634-7100, Monday to Friday, 0830 to 1700, shall handle all concerns and inquiries. At all other times, emergency concerns and inquiries shall be directed to the **After Hours Trouble Line** at 634-7100. Parks and trails maintenance activities or information may also be advertised in local newspapers or on the Village of Haines Junction website at <http://www.hainesjunctionyukon.com>.

Hours of Operation and Staff Deployment

17. The Village will provide parks operations and maintenance functions for parks and trails within the geographical boundary of the Village of Haines Junction, as illustrated and identified in the Appendices.
18. Parks and trails maintenance work occurs year round. In general, tasks are divided into “winter season” (October 1st to March 31st) and “summer season” (April 1st to September 30th). There may be some overlap between seasons for certain tasks.
19. Standard hours of operation are seven days, 0830 to 1700. Additional or alternative shifts may also be deployed as determined by the Chief Administrative Officer.
20. When in the opinion of the Chief Administrative Officer abnormal conditions exist, overtime, additional Village equipment and outside forces and equipment may be mobilized within existing budgets.
21. Un-seasonal or abnormal weather conditions may affect regularly scheduled parks and trails maintenance activities.

Safety

22. All work shall be carried out in accordance with the General Safety Regulations of the Yukon Occupational Health and Safety Act. Scheduled or emergency maintenance work may at times require parks or trails to be closed or traffic lanes to be closed or detoured in order to safely carry out work. Lane closures shall be carried out in accordance with approved safety procedures.

Maintenance of Trees and Gardens

23. Maintenance of trees and gardens is carried out in order to maintain an aesthetic level consistent with park or trail priority level, to preserve the health of plantings and to ensure public safety.
24. Maintenance of trees and gardens includes: inspection; soil testing; fertilization; mulching; cultivation; pest control; planting; pruning; repair; transplanting; weed control; deadheading; and interior plant care.
25. The Village has set service standards for maintenance of trees and gardens according to park or trail priority level. Scheduling of specific maintenance activities for trees and gardens is detailed in Appendix B – Recommended Parks and Trails Maintenance Procedures and Frequencies.
26. Public complaints are received and logged. Data is used to schedule for maintenance, capital upgrades and replacement.
27. Maintenance of trees and gardens typically begins in late April and is completed by the end of September.

Turf Maintenance

28. Turf maintenance is carried out in order to maintain an aesthetic level consistent with park priority level, to preserve the health and wearability of turf and to ensure public safety.
29. Turf maintenance includes: inspection; soil testing; aeration; dethatching; edging; fertilizing; mowing/flail mowing; pest control; repair; reseeding/overseeding; trimming; and weed control.

30. The Village has set service standards for turf maintenance according to park priority level. Scheduling of specific turf maintenance activities is detailed in Appendix B – Recommended Parks and Trails Maintenance Procedures and Frequencies.
31. Public complaints are received and logged. Data is used to schedule for maintenance, capital upgrades and replacement.
32. Turf maintenance typically begins in late April and is completed by the end of September.

Irrigation Maintenance

33. Irrigation maintenance is carried out in order to maintain an aesthetic level consistent with park priority level, to ensure that equipment is kept in operational condition, and to ensure public safety.
34. Irrigation maintenance includes: inspection; start-up; shut down; repair/ upgrading; resetting timers; adjusting sprinklers; and water ban shut off.
35. The Village has set service standards for irrigation maintenance according to park priority level. Scheduling of specific irrigation maintenance activities is detailed in Appendix B – Recommended Parks and Trails Maintenance Procedures and Frequencies.
36. Public complaints are received and logged. Data is used to schedule for maintenance, capital upgrades and replacement.
37. Irrigation maintenance begins when ambient temperatures are above freezing. Work typically begins in May and is completed by the end of September.

Litter Pickup

38. Litter pickup is carried out in order to maintain an aesthetic level consistent with park or trail priority level and to ensure public safety.

39. Litter pickup includes pickup and removal of debris on the park grounds. Litter pickup does not include emptying of waste containers that are under the purview of Public Works.
40. The Village has set service standards for litter pickup according to park or trail priority level. Scheduling of litter pickup activities is detailed in Appendix B – Recommended Parks and Trails Maintenance Procedures and Frequencies.
41. Public complaints are received and logged. Data is used to schedule for maintenance or remediation.
42. Litter pickup is undertaken year round.

General Maintenance

43. General maintenance is carried out in order to maintain an aesthetic level consistent with park or trail priority level, to maintain park and trail facilities and fixtures in good repair and to ensure public safety.
44. General maintenance includes: inspection; painting/staining furniture; repair/replacement of structures; repair/replacement of trail surfacing; removal of obstructions or deadfall from trails; and repair of landscape lighting.
45. The Village has set service standards for general maintenance according to park or trail priority level. Scheduling of specific general maintenance activities is detailed in Appendix B – Recommended Parks and Trails Maintenance Procedures and Frequencies.
46. Public complaints are received and logged. Data is used to schedule for maintenance, capital upgrades and replacement.
47. General maintenance is undertaken year round.

Installation and Maintenance of Christmas Lights

48. Installation and maintenance of Christmas lights is carried out in order to maintain an aesthetic level consistent with park priority level, to celebrate the holiday season, to celebrate Haines Junction as a “winter community” and to ensure public safety.
49. Installation and maintenance of Christmas lights includes: inspection; installation; removal; replacing bulbs; and resetting timers.
50. The Village has set service standards for Installation and maintenance of Christmas lights according to park priority level. Scheduling of specific installation and maintenance is detailed in Appendix B – Recommended Parks and Trails Maintenance Procedures and Frequencies and Appendix C – Christmas Lights Program Schedule.
51. Public complaints are received and logged. Data is used to schedule for maintenance, capital upgrades and replacement.
52. Installation and maintenance of Christmas lights is undertaken from October to the end of March.

Repair of Damage Caused by Vandalism

53. Repair of damage to parks grounds, facilities or fixtures caused by vandalism is carried out in order to maintain an aesthetic level consistent with park or trail priority level, to maintain park and trail facilities and fixtures in good repair, to minimize recurrence and to ensure public safety.
54. Repair of damage caused by vandalism includes repair/replacement of damaged plantings or fixtures.
55. The Village has set service standards for repair of damage to parks grounds, trails, facilities or fixtures caused by vandalism according to park or trail priority level. Scheduling of repair activities is detailed in Appendix B – Recommended Parks and Trails Maintenance Procedures and Frequencies.
56. Public complaints are received and logged. Data is used to schedule for maintenance, capital upgrades and replacement.

57. Repair of damage caused by vandalism is undertaken year round.

Installation and Maintenance of Banners

58. Installation and maintenance of banners is carried out in order to maintain an aesthetic level consistent with park priority level, to celebrate holidays, to celebrate Haines Junction as a “winter community”, to cooperate with community organizations utilizing banners for special events and to ensure public safety.
59. Installation and maintenance of banners includes: installation of seasonal banners; removal; and repair.
60. The Village has set service standards for installation and maintenance of banners according to park priority level. Scheduling of specific installation and maintenance activities is detailed in Appendix B – Recommended Parks Maintenance Procedures and Frequencies and Appendix D – Banner Program Schedule.
61. Public complaints are received and logged. Data is used to schedule for maintenance, capital upgrades and replacement.
62. Installation and maintenance of banners is undertaken year round.

Appendices

Appendix A - Priority Parks and Trails List

Appendix B - Recommended Parks and Trails Maintenance Procedures and Frequencies

Appendix C - Christmas Lights Program Schedule

Appendix D - Banner Program Schedule

Appendix A – Priority Parks & Trails List (Sample Template)

Priority Parks

Priority 'A'		Priority 'B'		Priority 'C'	
TOTAL Area (m²): 'A' Parks:		TOTAL Area (m²): 'B' Parks:		TOTAL Area (m²) 'C' Parks:	
TOTAL Area (m²): All Parks Maintained:					

Priority Trails

Priority 'A'		Priority 'B'		Priority 'C'	
TOTAL Length (m): 'A' Trails:		TOTAL Length (m): 'B' Trails:		TOTAL Length (m) 'C' Trails:	
TOTAL Length (m): All Trails Maintained:					

Appendix B – Recommended Parks & Trails Maintenance Procedures & Frequencies (Sample)

Priority 'A' Trees & Gardens													
Procedure	Inspection/Implementation Schedule												Frequency
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
General – trees/shrubs/perennials													
Inspection - general													Each
Soils testing													Annual
Fertilizing							*		*				Periodic
Pruning													Seasonal
Mulching/cultivation						*	*	*					Seasonal
Pest/weed control					*	*	*	*	*				As required
Planting/transplanting					*	*			*				Seasonal
Repair	*	*	*	*	*	*	*	*	*	*	*	*	As required
Seasonal Bedding Plants - annuals													
Planting													Seasonal
Fertilizing													Monthly
Deadheading													Bi-weekly
Removal													Seasonal
Interior plants care													
Fertilizing		*		*		*	*	*	*				Periodic
Planting/transplanting	*	*	*	*	*	*	*	*	*	*	*	*	As required

NOTES: | Indicates mandatory maintenance procedures; each '|' represents a weekly occurrence
 * Indicates maintenance procedure to be undertaken only when necessary

Appendix C: Christmas Lights Program Schedule (Sample Template)

Location/Area	Sub-area	Install strands/ replace bulbs	Lights ON	Lights OFF	Remove	Timer cycle type	Comments

NOTES:

Appendix D: Banner Program Schedule (Sample Template)

Location/Area	Quantity	Seasonal Banner Program				Other	
		Spring/Summer		Fall/Winter		Special Events	
		Install	Remove	Install	Remove	Install	Remove
TOTAL Seasonal Banners							
TOTAL Other Banners							

Maintenance of Planting Beds (Sample Procedures Summary)

TIMING & FREQUENCY

As indicated in Appendix B – Recommended Parks & Trails Maintenance Procedures & Frequencies. Make emergency repairs within 24 hours following a report of damage. Make non-emergency repairs within 72 hours following a report of damage

PROCEDURE

- 1) Ensure that all equipment and materials are present on site
- 2) If present, remove all winter protection from all plants, trees and shrubs
- 3) Fertilize shrubs and plants if desired (spring)
- 4) Remove stakes from trees once they are well established (about 12 months)
- 5) Prune all dead, damaged, diseased or overgrown branches. If pruning larger shrubs or trees, refer to page 10- 15
- 6) If a small tree or shrub is damaged beyond repair and it must be removed:
 - Simply cut the tree into chunks and remove it from the site
 - Using a pickaxe, remove the stump
 - If a large tree needs to be removed
- 7) Using a pitchfork, hoe or shovel remove all weeds near or surrounding the planting area. Be sure to remove the roots
- 8) Using a hoe or pitchfork, till the soil
- 9) Remove all debris and dead plant material to maintain the aesthetics of the site. Place all weeds, removed debris and litter into garbage bags. All organic material should be mulched and used as compost
- 10) Ensure that all planting beds have a mulch layer with a depth of at least 5-7 cm (2-3 in). Replace all decayed mulch on the surface of the bed
- 11) Repair and replace all damaged planting bed edges with the same materials that were used in the construction. Grass edges should be trimmed with an edger
- 12) During dry periods, ensure that all planted areas are thoroughly watered
- 13) Clean up the site and equipment. Ensure that the equipment and supplies are properly stored

RESOURCES

Materials

Fertilizer, Garbage Bags, Gas, Mulch, Oil, Replacement Edging, Replacement Lumber, Tree/Shrub

Materials / Equipment (existing inventory)

Chainsaw, Edger, Handsaw, Hoe, Measuring Cup, MUV, Pickaxe, Pitchfork, Pruning Shears, Pump, Rake, Shovel, Trowel, Truck and Trailer, Water and Hose

Safety Equipment

Appropriate Clothing, Eye Flush Kit, Eye Protection, Fire Extinguisher, First Aid Kit, Hard Hat, Safety Vest, Signage/Barrier, Steel-toed Boots, Work Gloves

Staff:

Foreperson, Qualified Labourer

Time Required:

Spring - 3 hr/100 m² (1076 ft²)

Fall - 7 hr/100 m² (1076 ft²)

Note: The labour, materials, equipment and supplies needed will depend on the site characteristics and the amount of maintenance required

ADDITIONAL INFORMATION/ TASK OBJECTIVES

- If pest and disease invasion become serious, a landscape professional experienced with pest and disease control should be contacted
- In extreme cases, a herbicide may be used to remove weeds. Carefully follow the instructions outlined on the package and follow local regulations. Only use herbicides as the last resort
- Place temporary signage on site to direct walk users away from the working area (if necessary)

OBJECTIVES

- To ensure the health/growth of planted trees and shrubs
- To maintain the aesthetics of planted areas