



*Inventory to the records of the*  
WATSON LAKE LOCAL IMPROVEMENT DISTRICT  
*held at the Yukon Archives*

Yukon Archives  
Reprinted February 2002

*Cover Photograph:* Man putting up sign on the famous Watson Lake Sign Post Forest. Richard Harrington fonds, Acc. #85/25, #572.

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## FONDS DESCRIPTION

### WATSON LAKE LOCAL IMPROVEMENT DISTRICT FONDS. — 1967-1983

*Physical Description:*

3 m of textual records.

*Administrative History:*

Dates of Founding/Dissolution: Watson Lake Local Improvement District was established on August 1, 1966 under the Yukon Territorial Commissioner's 1965 Local Improvement District Ordinance of 1965.

Predecessor/Successor Body: The Town of Watson Lake was incorporated as a municipality in 1984.

Administrative Structure: The LID functioned under the Commissioner of the Yukon Government. Initially, it was administered by a board of three trustees, appointed by the Commissioner to serve, one, two and three year terms. To ensure continuity on the Board, at the expiration of the term of office for each appointed trustee, the residents would elect a replacement and thereafter all trustees were elected for three year terms. One of the trustees was appointed by the others to act as chairperson. The Board had authority to make by-laws for election procedures, regulate meetings and for the construction or acquisition of buildings and works necessary for the operation and maintenance of local improvements. Local improvements referred to all services commonly found in an organized community. Amendments to the Local Improvement District Ordinance passed in 1977, led to a restructuring of Watson Lake's Board of Trustees. Thereafter, five trustees were elected for terms of two years.

Names of Chief Officers: J. E. Ball (1966); K. F. Kapler (1968); J. R. Conture (1966)

Other Information: Watson Lake is in South East Yukon, on the Alaska Highway, near the B.C. border. Watson Lake was established as the first Local Improvement District (LID) in the Territory on August 1, 1966. While the LID was established in 1967, it did not assume control of basic municipal services until the following year, when it took control of the water and sewer systems, the fire brigade and the maintenance of streets and street lighting. Amendments to the 1980 Municipal Act were passed during the Fall 1983 session of the Legislative Assembly, and the new Municipal Act came into force on January 16, 1984. Watson Lake was the first LID to become a municipality under the new Act. It assumed town status on April 1, 1984.

*Scope and Content:*

The fonds contains the records of the Watson Lake Local Improvement District from 1967-1983, and include minutes and by-laws, financial records, correspondence and subject files, and maps and plans. The records are described in series reflecting the function of the organization.

Series 1: Board and Council Records from 1967-1983, includes minutes of regular, special and annual general meetings of the Local Improvement District board, and by-laws nos 1-36. Series 2: Financial Records, 1967-1982. Series includes ledgers, assessment records and financial statements. Samples of routine financial data such as receipts, cheque stubs, invoices and bank statements are included for 1968-69 and 1978-79. Series 3: Correspondence and subject files, 1967-1979. The correspondence and other material was maintained in files organized alphabetically by subject. The files provide an overview of local government operations and functions. Series 4: Miscellaneous Records, 1978-1983. The series consists of some loose records that were not included with the subject files, and includes an electors list for 1978, quarry permits and a financial statement. Series 5: Media listings, 1974-1979. Maps and plans for various buildings and services.

*Source of Supplied Title Note:*

Title based on provenance.

*Arrangement:*

Original order was by record type, but otherwise largely disordered. Original order has been preserved.

*Restrictions:*

Restrictions apply only to those records containing personal information. Individuals may be able to review restricted files that pertain strictly to themselves. Note file lists for specific restrictions.

*Finding Aid:*

"Watson Lake Local Improvement District, 1967-1983", reprinted 2002.

*Accruals:*

Further accruals are not expected as the LID was dissolved.

*Related Records:*

The successor body to the Watson Lake Local Improvement District, the Town of Watson Lake, has unprocessed records at the Yukon Archives.

*General Note:*

Funding for the organization of these records and the compilation of the finding aid was provided by the Canadian Council of Archives and the Yukon Archives, under the C.C.A.'s Arrangement and Description Backlog Reduction Shared Cooperative Program.

*Selection Note:*

Some categories of routine financial records were sampled. Duplicate material was destroyed.

*Accession Number(s):*

85/49

## SERIES DESCRIPTIONS

### SERIES 1: BOARD AND COUNCIL RECORDS. — 1967-1983

*Part of:*

Watson Lake Local Improvement District fonds.

*Physical Description:*

1 m of textual records.

*Scope and Content:*

This series is arranged in two sub-series. Subseries A consists of minutes of regular, special and annual general meetings of the Local Improvement District Board of Trustees, 1967-1980. In 1980 the files also include correspondence. Subseries B consists of Watson Lake By-Laws nos 1-36 with index, 1967-1983. Minutes of board meetings have been kept in their entirety as received. Where possible originals have been retained but since copies only were provided after 1979, these have been preserved.

*Source of Supplied Title:*

Title based on the contents of the series.

*Arrangement:*

Minutes of meetings for 1968-1979 were originally in binders by year. Copies of minutes for 1980 were in files arranged by month, together with correspondence.

#### Subseries A: Minutes of Meetings. — 1967-1980

*Scope and content*

Minutes of board meetings have been kept in their entirety, as received. Where possible, originals have been retained, but since copies only were provided for the year after 1979, these have been preserved. Minutes of meetings for 1968-1979 were originally retained in binders by year. Copies of minutes for 1980 were preserved in files arranged by month, together with correspondence. This section includes minutes of regular, special, and annual general meetings of the Local Improvement District Board.

File list follows

<u>Location</u>	<u>File</u>	<u>Title / Description</u>	<u>Date</u>
GOV 1396	1	Minutes	1967-1968
GOV 1396	2	Minutes	1968-1969
GOV 1396	3	Minutes	1970
GOV 1396	4	Minutes	1971
GOV 1396	5	Minutes	1972
GOV 1396	6	Minutes	1973
GOV 1396	7	Minutes	1974

<u>Location</u>	<u>File</u>	<u>Title / Description</u>	<u>Date</u>
GOV 1396	8	Minutes	1975
GOV 1396	9	Minutes	1976
GOV 1396	10	Minutes	1977
GOV 1396	11	Minutes	1978
GOV 1396	12	Minutes	1979
GOV 1396	13	Minutes and correspondence - February 19	1980
GOV 1396	14	Minutes and correspondence - March 6	1980
GOV 1396	15	Minutes and correspondence - March 18	1980
GOV 1396	16	Minutes and correspondence - April 1	1980
GOV 1396	17	Minutes and correspondence - April 15	1980
GOV 1396	18	Minutes and correspondence - May 8	1980
GOV 1396	19	Minutes and correspondence - May 20	1980
GOV 1396	20	Minutes and correspondence - June 3	1980
GOV 1396	21	Minutes and correspondence - June 17	1980
GOV 1396	22	Minutes and correspondence - July 8	1980
GOV 1396	23	Correspondence	1980

**Subseries B: By-laws. — 1967-1983**

<u>Location</u>	<u>File</u>	<u>Title / Description</u>	<u>Date</u>
GOV 1396	24	Watson Lake By-laws nos. 1-36 with index	1967-1983

**SERIES 2: FINANCIAL RECORDS. — 1967-1982**

*Part of:*

Watson Lake Local Improvement District funds.

*Physical Description:*

1 m of textual records.

*Scope and Content:*

Series consists of the financial records of the Local Improvement District from 1967-1982. The records are arranged in five sub-series: Sub-series A, Tax assessment records, 1971. Sub-series B. Ledgers, 1967-1982., Sub-series C, Financial statements, 1967-1975 including audited statements for 1967-1976. Sub-series D, selected accounts payable and receivable and statements of account, 1968-1980. Sub-series E, selected financial records, 1977-79.

*Selection Note:*

A sample of routine financial records were retained, based on a sample of every tenth year. The sample years are 1968-69 and 1978-79.

Subseries descriptions follow.

**Subseries A: Tax assessment records. — 1971**

*Scope and Content:*

The only tax assessment register received with the Watson Lake Local Improvement District records was that for 1971. Subject files concerning assessments have been cross-referenced below.

File list follows.

<u>Location</u>	<u>File</u>	<u>Title / Description</u>	<u>Date</u>
GOV 1397	1	Tax assessment register	1971
GOV 1407	4	Tax assessment (contents: correspondence)	1968-1972
GOV 1407	5	Taxation - assessments, etc. (contents: correspondence)	1976
GOV 1407	6	Taxation - exemptions, etc. (contents: correspondence)	1975-1976

**Subseries B: Ledgers. — 1967-1982**

*Scope and Content:*

The subseries consists of working accounts ledgers, general ledgers, and miscellaneous ledgers. The working accounts for Watson Lake were kept in ledgers under various accounts for one or several years. These accounts were also recorded in a large general ledger which presented financial transactions chronologically by month. Both types of ledgers have been retained. The general ledgers present an overview of the financial activities of the L.I.D. while the small account ledgers contain more specific details not found in the general ledgers.

**i) General ledgers. — 1967-1982.**

General Ledgers - These present monthly financial transactions of the L.I.D. under such headings as: general ledger, bank, sewer maintenance, street maintenance, wages, street, fire, office expenses and maintenance, administration, tax, library, morgue, etc.

File list follows.

<u>Location</u>	<u>File</u>	<u>Title / Description</u>	<u>Date</u>
GOV 1294B	1	General ledger	1967-1973
GOV 1294B	2	General ledger	1973-1976
GOV 1294B	3	General ledger	1978-1979
GOV 1294B	4	General ledger	1980-1981
GOV 1294B	5	General ledger	1981-1982

**ii) Account ledgers. — 1967-1978.**

These smaller account ledgers present the financial transactions of the L.I.D. by various accounts for one or several years. These ledgers present detailed financial information under such headings as: dust control, insect control, sanding, signs, office supplies, office furniture, travelling, campground fireweed, etc. These headings are not usually specified in the general ledgers.

File list follows.

<u>Location</u>	<u>File</u>	<u>Title / Description</u>	<u>Date</u>
GOV 1397	2	Account ledger	1967-1969
GOV 1397	3	Account ledger	1967-1972
GOV 1397	4	Account ledger	1972-1974
GOV 1397	5	Account ledger	1974-1975
GOV 1397	6	Account ledger	1975-1977
GOV 1397	7	Account ledger	1977-1978

**iii) Miscellaneous ledgers. — 1975-1982**

The following miscellaneous ledgers have been retained because they relate to sample years or because they contain information not available in other ledgers. The journal entries for 1980 have been kept because of the absence of any other financial data for 1979-1980 and because they include account totals for these years. Journal entries for 1981-82 include information on L.I.D. term deposits. The Arena Ledger 1975-77 includes accounts for the construction of the arena, information which is not found elsewhere. The Water and Sewer ledger and the General Receipt journal, both for the sample year 1978-79, have been retained. The General Receipt journal was preserved while receipts and receipt books were discarded. Payroll records for 1977 have been preserved because the names and pay data for Watson Lake employees for this year

are not found elsewhere in the L.I.D. records.

File list follows.

<u>Location</u>	<u>File</u>	<u>Title / Description</u>	<u>Date</u>
GOV 1397	8	Journal entries	1980
GOV 1397	9	Journal entries	1981-1982
GOV 1397	10	Water and sewer ledger	1978-1979
GOV 1397	11	Arena ledger	1975-1977
GOV 1294B	6	General receipt journal	1978-1979
GOV 1400	2R	Payroll (January - July)	1977

**Subseries C: Financial statements. — 1971-1975**

*Scope and Content:*

All financial statements have been preserved. Financial statements for the arena have been cross-referenced from the subject files.

File list follows

<u>Location</u>	<u>File</u>	<u>Title / Description</u>	<u>Date</u>
GOV 1398	3	L.I.D. audited financial statements	1967-1976
GOV 1404	4	Financial statements - arena	1975-1977

**Subseries D: Selected accounts payable and receivable, and statements of account. — 1968-1980**

*Scope and Content:*

Some of these records were maintained in packets by month or fiscal year, others were kept in files, while accounts receivable from 1976-1979 were kept in binders arranged by month or several months. Records for 1968-1969 and representative records from 1978-1979 have been retained as sample years. Similar material for other years has been retained if ledgers are unavailable. These records include invoices, time slips, statements, receipts, and reports. Relevant subject files have been cross-referenced.

File list follows

<u>Location</u>	<u>File</u>	<u>Title / Description</u>	<u>Date</u>
GOV 1398	2	Statements of account	1968
GOV 1398	4-8	Accounts payable - June, September to December	1968
GOV 1398	9-11	Accounts payable - January to February	1969

<u>Location</u>	<u>File</u>	<u>Title / Description</u>	<u>Date</u>
GOV 1398	12	Accounts payable - April to July	1978
GOV 1399	1	Accounts payable - August to October	1978
GOV 1399	2	Accounts payable - November to December	1978
GOV 1399	3	Accounts payable - January	1979
GOV 1399	4-5	Purchase orders	1977-1979
GOV 1399	6	Sample water and sewer service forms (invoices, slips, receipts)	1978-1979
GOV 1400	6	Accounts payable receipts (contents: includes correspondence)	1978-1979
GOV 1400	7	Accounts receivable (contents: includes correspondence)	1970-1974

**Subseries E: Selected miscellaneous financial records. — 1977-1979**

*Scope and Content:*

Representative miscellaneous financial records have been retained for the sample year 1978-1979; similar records for 1968-1969 were not received by the Archives.

File list follows.

<u>Location</u>	<u>File</u>	<u>Title / Description</u>	<u>Date</u>
GOV 1399	7	Bank deposit book	1978-1979
GOV 1399	13	Road equipment cost record book	1978
GOV 1398	14	Dog license register	1978
GOV 1400	1	Dog impoundment fees	1978

**SERIES 3: CORRESPONDENCE AND SUBJECT FILES. — 1967-1979**

*Part of:*

Watson Lake Local Improvement District funds.

*Physical Description:*

1 m of textual records.

*Scope and Content:*

Correspondence and other material maintained in files organized alphabetically by subject. The files contain information which provides an overview of the L.I.D.'s operations and functions.

*Restrictions:*

Restrictions apply to records containing personal information.

<u>Location</u>	<u>File</u>	<u>Vol</u>	<u>Title / Description</u>	<u>Date</u>
GOV 1400	3		Access roads	1967-1974
GOV 1400	4		Accounting	1975-1978
GOV 1400	5		Accounting procedures	1969-1974
GOV 1400	6		Accounts payable - receipts (contents: correspondence)	1978-1979
GOV 1400	7		Accounts receivable - sewer assessment (contents: correspondence)	1970-1974
GOV 1400	8		Acreage residential lots	1976
GOV 1400	9		Administration	1973-1974
GOV 1400	10		Airport - Transport Canada	1977
GOV 1400	11		Amann - Lot 1, Blk 9	1976-1977
GOV 1400	12		Ambulance (contents: correspondence, agreement for ambulance services)	1971
GOV 1400	13		Ambulance (contents: synopsis of ambulance trips)	1975
GOV 1400	14		Ambulance correspondence	1976-77
GOV 1400	15R		Ambulance trips and correspondence (contents: ambulance trip reports 1978 and correspondence 1980-1982. Ambulance trip reports have been retained only for the sample year 1978-1979)	1978-1982
GOV 1400	16		Animal control - correspondence	1968-1976
GOV 1400	17		Animal control - correspondence	1977
GOV 1400	18		Annual meetings - correspondence	1968-1972
GOV 1400	19		Annual meetings and procedures	1968-1976

<u>Location</u>	<u>File</u>	<u>Vol</u>	<u>Title / Description</u>	<u>Date</u>
GOV 1400	20		Anti-inflation Board report	1976
GOV 1401	1		Application for building development permit	1974
GOV 1401	2		Area development regulations	1976
GOV 1401	3		Arena commitments and pledges	1976
GOV 1401	4		Arena correspondence	1975-1977
GOV 1401	5		Arena estimates	1977
GOV 1401	6		Associated Engineering Services	1976-1977
GOV 1401	7		Association of L.I.D. Districts	1977
GOV 1401	8		Association of Yukon Municipalities	1975-1977
GOV 1401	9		Blixhavn, Kathy	1979
GOV 1401	10		Boone, David - restaurant	1976
GOV 1401	11		Budget	1968-1973
GOV 1401	12		Budget	1973-1977
GOV 1401	13		Budget	1976-1978
GOV 1401	14		Budget summaries	1969-1976
GOV 1401	15		Building and development information	1974-1977
GOV 1401	16		Building inspection reports	1974-1977
GOV 1401	17		Building Inspector permits (note: building permits have been retained for all years, but building plans have been retained only for the sample year 1978-1979)	1975-1977
GOV 1401	18		Building inspector's office	1976-1978
GOV 1401	19		Building permit applications	1975
GOV 1402	1		Building permit applications (note: all building permits for all years are retained, but plans are kept only for the sample year 1978-1979)	1977-1978
GOV 1402	2		Building permits	1968-1974
GOV 1402	3		Building permits	1976
GOV 1402	4		Building permits	1977-1978
GOV 1402	5		Building permits - DIAND	1977
GOV 1402	6		Building residential code	1974
GOV 1402	7R		Burial permit	1974
GOV 1402	8		Campbell subdivision	1977
GOV 1402	9		Canada Manpower Centre	1977
GOV 1402	10		Capital Assistance Program	1975-1976

<u>Location</u>	<u>File</u>	<u>Vol</u>	<u>Title / Description</u>	<u>Date</u>
GOV 1402	11		Central Mortgage and Housing Corporation	1971-1974
GOV 1402	12		Clean-up week	1976-1977
GOV 1402	13		C.N. telex - information	1978
GOV 1402	14		Community Club	1976-1977
GOV 1402	15		Contracts and bids	1969-1973
GOV 1402	16		Contracts and bids	1974-1976
GOV 1402	17		Contracts and bids	1977
GOV 1402	18		Cormie, John	1977
GOV 1402	19		Correspondence - Administration	1966-1972
GOV 1402	20		Correspondence - Building inspector	1975-1976
GOV 1403	1		Correspondence - Department of Local Government	1971-1975
GOV 1403	2		Correspondence - Fire Department	1976-1977
GOV 1403	3		Correspondence - miscellaneous	1969-1976
GOV 1403	4		Correspondence - miscellaneous	1969-1976
GOV 1403	5		Correspondence - miscellaneous	1976
GOV 1403	6		Correspondence - miscellaneous	1977-1978
GOV 1403	7		Correspondence - Y.T.G.	1976
GOV 1403	8		Correspondence - Y.T.G.	1977-1979
GOV 1403	9		Court of Revision	1974
GOV 1403	10		Curfew	1974
GOV 1403	11		Debro Products Ltd.	1976-1977
GOV 1403	12		Defensive driving	1976
GOV 1403	13		Dental program	1976
GOV 1403	14		Department of Indian and Northern Affairs	1977-1979
GOV 1403	15		Dunston, V-blk 14, Lot 4	1977
GOV 1403	16		Election	1976
GOV 1403	17		Elections - current file	1977-1979
GOV 1403	18		Electrical inspection reports	1974-1979
GOV 1403	19		Employee benefits	1976-1977
GOV 1403	20		Employees	1971-1974
GOV 1404	1		Equipment rental rates	1971
GOV 1404	2		Extension of boundaries	1975-1976
GOV 1404	3		Federal Interdepartmental Coordinating Committee	1976-1977

<u>Location</u>	<u>File</u>	<u>Vol</u>	<u>Title / Description</u>	<u>Date</u>
GOV 1404	4		Financial statements - arena	1975-1977
GOV 1404	5		Fire Department check sheets	1978
GOV 1404	6		Fire Department consolidated monthly report	1973-1977
GOV 1404	7		Fire Department correspondence	1967-1973
GOV 1404	8		Fire Department correspondence	1974-1975
GOV 1404	9		Fire equipment pump and truck	1970
GOV 1404	10		Fire reports	1974-1975
GOV 1404	11		Fire reports	1976-1977
GOV 1404	12		Foothills Pipe Lines (Yukon)Ltd.	1977
GOV 1404	13		Garbage disposal by-law	1972-1976
GOV 1404	14		Hamilton, Nettie	1974
GOV 1404	15		Health, welfare and rehabilitation	1972
GOV 1404	16		Heinz Meyer Construction	1976-1977
GOV 1404	17		Hospital correspondence	1973-1975
GOV 1404	18		House service connections	1976
GOV 1404	19		Industrial subdivision	1977-1978
GOV 1404	20		Insect control	1972-1976
GOV 1404	21		Inspections, estimates, materials	1975-1976
GOV 1404	22		James, E.A. - Lot 10, Blk 31	1976
GOV 1404	23		Komish apartment building	1975-1977
GOV 1404	24		Land - correspondence	1973-1976
GOV 1405	1		Land - lots	1967-1974
GOV 1405	2		Land - trailers	1969-1974
GOV 1405	3		Land development	1975-1977
GOV 1405	4		Land development - miscellaneous	1976-1979
GOV 1405	5		Land use - forestry	1977
GOV 1405	6		Laursen, Floyd - Lot 31	1977
GOV 1405	7		Library	1970-1977
GOV 1405	8		Licences - C.B.C. Radio	1975-1978
GOV 1405	9		Local Initiatives Program	1976
GOV 1405	10		Maps	1976-1977
GOV 1405	11		McKinnon, J.K. - local government	1977-1978
GOV 1405	12		Mechanical and electrical designs	1977
GOV 1405	13		Metric conversion	1977

<u>Location</u>	<u>File</u>	<u>Vol</u>	<u>Title / Description</u>	<u>Date</u>
GOV 1405	14		Miscellaneous	1978
GOV 1405	15		Miscellaneous correspondence	1967-1971
GOV 1405	16		Morgue	1972-1974
GOV 1405	17		Municipal employee benefits coverage	1975
GOV 1405	18		Ninth Street extension	1976
GOV 1405	19		Oath of Voter forms	ca. 1970
GOV 1405	20		Orders	1970-1974
GOV 1406	1		Paving	1975
GOV 1406	2		Petty cash	1973
GOV 1406	3		Petty cash	1976
GOV 1406	4		Pick-up	1969-1970
GOV 1406	5		Pipeline	1976-1977
GOV 1406	6		Pizza Parlour - Lot 13, Pcl C	1977
GOV 1406	7		Plumbing inspection reports	1974-1975
GOV 1406	8		Press releases	1970-1975
GOV 1406	9		Prophet River Spruce Co. Ltd.	1977
GOV 1406	10		Public Health Committee	1972-1976
GOV 1406	11		Public notices	1974-1975
GOV 1406	12		Public notices	1976-1978
GOV 1406	13		Public notices - L.I.D. election	1977
GOV 1406	14		Public works - correspondence	1969-1971
GOV 1406	15		Public works - correspondence	1972-1976
GOV 1406	16		Public works - correspondence	1977
GOV 1406	17		Quarry permits - DIAND	1976-1977
GOV 1406	18		Quarry permits - local use	1976-1977
GOV 1406	19		Reading file	1979
GOV 1406	20R		Robertson, W.D. - Administrator	1977
GOV 1406	21		Roy's Auto Supply	1977
GOV 1406	22		Sales tax	1969-1972
GOV 1406	23		Sewage lagoon	1968-1972
GOV 1406	24		Sold waste disposal	1976-1977
GOV 1406	25		Spicer, John	1977
GOV 1406	26		Stanley Associates Engineering Ltd.	1976-1977
GOV 1406	27		Statistics Canada	1974-1977

<u>Location</u>	<u>File</u>	<u>Vol</u>	<u>Title / Description</u>	<u>Date</u>
GOV 1406	28		Statistics reports	1972
GOV 1406	29		Street and traffic signs	1969-1972
GOV 1406	30		Street construction	1967-1971
GOV 1407	1		Street lighting	1967-1972
GOV 1407	2		Storage building	1971
GOV 1407	3		Stubenberg, R. - Blk 8, Lot 9	1977
GOV 1407	4		Tax assessments, etc.	1968-1972
GOV 1407	5		Taxation - assessments, etc.	1976
GOV 1407	6		Taxation - exemptions, etc.	1975-1976
GOV 1407	7		Telex	1978
GOV 1407	8		Telex - miscellaneous	1978-1979
GOV 1407	9		Telex - J. Spicer	1978-1979
GOV 1407	10		Telex - Stanley Engineering	1978-1979
GOV 1407	11		Tomenson, Saunders, Whitehead Limited	1968-1979
GOV 1407	12		Unemployment Insurance	1970-1974
GOV 1407	13		Venture Hotel	1976-1977
GOV 1407	14		Village	1969-1971
GOV 1407	15		Vocational training	1976
GOV 1407	16		Water - bacteriological analysis	1978
GOV 1407	17		Water and sewer - correspondence	1967-1970
GOV 1407	18		Water and sewer - correspondence	1971-1975
GOV 1407	19		Water and sewer - correspondence	1976
GOV 1407	20		Water and sewer - correspondence	1977
GOV 1408	1		Water and sewer - correspondence	1978
GOV 1408	2		Water and sewer payments, receipts	1975-1978
GOV 1408	3		Water survey	1968-1969
GOV 1408	4		Watson Lake Hospital water and sewer systems	1976
GOV 1408	5		Watson Lake Inter-Agency Committee	1976
GOV 1408	6		Winter works	1971-1973
GOV 1408	7		Work program	1976-1977
GOV 1408	8		Workmen's Compensation	1968-1973
GOV 1408	9		Workmen's Compensation	1976-1977
GOV 1408	10		Yukon Health Care Insurance Plan	1972-1974
GOV 1408	11		Yukon Health Care Insurance Plan	1977

<u>Location</u>	<u>File</u>	<u>Vol</u>	<u>Title / Description</u>	<u>Date</u>
GOV 1408	12		Youth Hostelling Association	1977
GOV 1408	13		Yukon Housing Corporation	1972-1973
GOV 1408	14		Yukon Housing Corporation	1976-1977

**SERIES 4: MISCELLANEOUS RECORDS. — 1978-1983**

*Part of:*

Watson Lake Local Improvement District funds.

*Physical Description:*

.1 m of textual records.

*Scope and Content:*

Series consists of loose records which did not form part of series 3. List of electors, 1976; quarry permits, 1978, Kiki County Karnival financial statement, 1983.

<u>Location</u>	<u>File</u>	<u>Title / Description</u>	<u>Date</u>
GOV 1408	15	List of Electors	1978
GOV 1408	16	Quarry permits	1978
GOV 1408	17	Kiki Kountry Karnival financial statement	1983

## **SERIES 5: MEDIA LISTINGS. — 1975-1980**

*Part of:*

Watson Lake Local Improvement District fonds.

*Physical Description:*

25 architectural drawings.

*Scope and Content:*

Series consists of maps and plans relating to Watson Lake community development including boundary extensions, site plan for a cottage hospital, day care, offices, arena and industrial subdivision.

<u>Location</u>	<u>Title / Description</u>	<u>Date</u>
F-131	Watson Lake - boundary extensions	ca. 1975
F-132	Cottage Hospital - site plan	ca. 1974
H-1630	Wye Subdivision	1977
H-2237	Telephone cables - proposed locations	1974
H-2238	Watson Lake - zoning	ca. 1975
H-2239	Impedence heat tracing concept for service connections	1976
H-2240	Watson Lake Daycare Centre	1975
H-2241	Elk Hall	1977
H-2242	Site layout for Finning Tractor	1979
H-2243	Watson Lake Indian Band office plan	1976
H-2244	Woodworking shop plans	1978
H-2245	Watson Lake Motel plan	1978
H-2246	Workshop office plan	1978
H-2247	Residence plans	1978
H-2248	Residence plans	1978
H-2249	Watson Lake Community Club	1975
H-2250	Plan of elevations for Watson Lake Arena	1975
H-2251	Arena- ice plant addition	1977
H-2253	Watson Lake Cottage Hospital	1974
H-2254	Yukon Esso lot plot plan	1974
H-2255	Garage site plan	1977
H-2256	Re-alignment of Campbell Highway	1976
H-2257	Industrial subdivision	1975
H-2258	Watson Lake development plan	1976
H- 2259	Campbell subdivision	1977



## **APPENDIX 1: DETAILED HISTORY OF THE WATSON LAKE LOCAL IMPROVEMENT DISTRICT**

Watson Lake became a town on April 1, 1984. From 1967 until then, the community had the status of a Local Improvement District. Watson Lake was the first Yukon community to become a Local Improvement District and embark on the first step toward municipal government. This collection includes records of the Watson Lake Local Improvement District from 1967 to 1983 and contains the earliest records documenting the municipal history of the community.

Local Improvement Districts provided a structure for starting a community on the road to self-government. As part of its effort to encourage the development of Yukon settlements, the Territorial Government passed the Local Improvement District Ordinance in 1965. The creation of Local Improvement Districts (L.I.D.s) was intended to develop political awareness in Yukon communities and lead to the formation of municipalities. The Yukon Government wished to encourage local people to organize and function in some form of advisory or representative bodies until such time as they could take full control of local services. There were five phases of municipal development for Yukon settlements:

1. unorganized settlements,
2. development areas,
3. Local Improvement Districts,
4. villages,
5. towns.

L.I.Ds were not a form of responsible local government, but were established at the discretion of the Commissioner when he was satisfied that local conditions warranted a financial contribution by local land owners and occupants toward the cost and administration of local services. Thus, when the local potential tax base warranted, the change of status to a L.I.D. would take place.

The L.I.D. was administered by a board of three trustees. For the first board in a district, the Commissioner appointed the three members: one for one year, one for two years, and one for three years. To ensure continuity on the Board, at the expiration of the term of office of each appointed trustee the residents would elect a replacement and thereafter all trustees were elected for three year terms

One of the trustees was appointed by the others to act as chairman. The Board met once each month or as frequently as necessary to consider the affairs of the district. Once a year a general meeting of all residents of the district was held for the Board to report their activities. Resolutions could be passed at this meeting for the following year.

The Board advised the Commissioner of the wishes of residents regarding the administration of the district. The trustees were obliged to act in the best interests of all residents. The Board had authority to make by-laws for election procedures, regulating meetings, and for the construction or acquisition of buildings and works necessary for the operation and maintenance of local improvements. The Commissioner would not make any final decision affecting the administration of a district without first consulting the Board.

When a district was established, the Commissioner could transfer ownership of local improvements to the board or authorize it to operate them on his behalf if they did not wish to assume ownership. "Local Improvements" referred to all services commonly found in an organized community.

Watson Lake was established as the first L.I.D. in the territory on August 1, 1966. The Director of Municipal Affairs wrote: "For the first year of operation the trustees of the district and the government moved slowly to ensure that this pilot project would have every opportunity to succeed."

The first Board of Trustees was comprised of J.E. Ball, K.F. Kapler, and J.R. Conture, who was chairman. Through conferences with the Commissioner's staff a more clearly defined division of responsibility was established. The district assumed control of the operation of basic municipal services (the sewer system, fire brigade, and maintenance of streets and street lighting) fifteen months after it

was established.

Dissatisfaction on the part of the trustees with the perceived shortcomings of the power of the Board led to continuing discussion in 1969 about replacing the L.I.D. with village status. A public meeting was held on December 8 to discuss the issue and a petition was circulated. The move toward village status was discouraged, however, by the area's councillor Don Taylor and the Yukon Council, and the issue appeared to die down. Amendments to the Local Improvement District Ordinance passed in 1977 led to a restructuring of Watson Lake's Board of Trustees. On December 15, five trustees were elected for terms of two years, and the inaugural meeting of the five-member board was held on January 3, 1976.

Amendments to the 1980 Municipal Act were passed during the Fall 1983 session of the Legislative Assembly, and the new Municipal Act came into force on January 16, 1984. Watson Lake was the first L.I.D. to become a municipality pursuant to the new Municipal Act. It assumed town status on April 1, 1984.