



Town of Hinton
STANDING COMMITTEE MEETING
Agenda
APRIL 23, 2013 - 11:30 AM

TOWN COUNCIL MISSION
*Council serves the interests of our citizens
to enable our community to reach full potential.*

Page

ORDER

1. Call to Order

ADOPTION OF AGENDA

1. Standing Committee Agenda - April 23, 2013

ACTION ITEMS

- | | |
|---------|--|
| 2 - 7 | 1. Athabasca River Front Project |
| 8 - 32 | 2. Auditor Overview of Financial Statements |
| 33 - 37 | 3. Long-Term Facility Working Group - Draft Report |
| 38 - 41 | 4. Air Tanker Base Options |

ADDITIONAL INFORMATION

1. Urgent Matters from Council and Town Manager
2. Executive Assistant Logistics Information

IN CAMERA (if necessary)

1. Confidential Consultation (FOIP)
2. Land Matter (FOIP)
3. Personnel Matter (FOIP)
4. Debrief (FOIP)

ADJOURNMENT

1. Adjournment



TOWN OF HINTON DIRECTION REQUEST

DATE: April 2, 2013

TO: STANDING COMMITTEE MEETING OF April 23, 2013

FROM: Wendy Lesser, Property and Projects Manager

REVIEWED BY: Mike Schwirtz, Infrastructure Services Director

APPROVED BY: Bernie Kreiner, Town manager

RE: Athabasca River Front/Water Front Project

Purpose

This item is before Council to seek direction and support of the attached Town of Hinton Project Work Plan – Athabasca River Front/Water Front Project.

Issue

This initiative is identified as a strategy in the Community Sustainability Plan, forms part of Council's Strategic Plan and the adopted Long Term Capital Plan under column x (\$2,200,000.00) and has also been identified as a 2013-14 priority by the Community Engagement and Accountability Committee. With no dedicated Town funds to develop this initiative, we find ourselves in a position wherein Administration will take a facilitative approach to engage a core leadership team that will be expected to take this project from concept to development, including resourcing. Development will require support from our community albeit sweat equity, donations - monetary, material or equipment to develop this project.

Administration Comments on Situation / Options

We have a diverse community that works and builds together. The Athabasca River Front Project seeks to offer opportunity to our residents and businesses to actively engage in defining a vision with a strategic plan that will see this project from concept to development.

Subject to the site location being defined. The site location may require approvals from governing authorities and Administration can assist in facilitating some of these regulatory requirements/approvals to keep this project moving forward.

Administration's Conclusion / Proposed Direction

Establishing a core leadership team of community volunteers committed to developing a vision and advancing the project work plan that will develop the vision to construction of the first stage of construction and continuous development to achieve the desired vision.

Town Manager Comments

I believe this project will improve resident (and visitor) access and enjoyment of the Athabasca River on the north side of Hinton. I look forward to council's input and support of the project plan, and if any of you have names of individuals who may be beneficial contributors on a community working committee, please share those with Wendy as well.

Attachment

1. Town of Hinton – Project Work Plan dated April 2, 2013
Athabasca River Front/Water Front Project

Name of Project: Athabasca River Front/Water Front Project

Project Manager: Wendy Lesser

Project Sponsor: Mike Schwirtz

Start Date: April 2, 2013

Completion Date: December, 2013
Construction tbd

Project Budget: To be established subject to defining vision.

Project Purpose(s): To engage and establish a core leadership team that will through volunteer efforts commit to champion and establish partnerships that will take the project from concept to development within the next two years.

Project Deliverables:

- Establish a core leadership team.
- Develop a vision complete with a project work plan that will take the project from concept to initial site development and beyond.
- Selection of location.
- The development is multipurpose/inclusive “play” area for all the community that supports non-motorized recreational sports (eg. bikers, water sports and foot walkers).

Success Measures:

Critical:

- Committed champions and core leadership to establish vision/design with intent to construct.
- Clear roles & responsibilities amongst committed champions that allow the project to continually advance forward.
- Development of partnerships to support the project through sweat equity, equipment usage or financial support or means that may be defined within the project plan.
- All permit holders on board (ie. Alberta Environment Sustainable Resource Development, Department of Fisheries and Oceans Canada, Navigable Water Protection Act, Migratory Birds Convention Act, Athabasca River Water Management Framework, Environmental Protection and Enhancement Act, Alberta Culture Historical Resources Act and Energy Utilities Board).

Desirable:

- That the desired location aligns with Town of Hinton Master Plans.
- That the core leadership team continues to develop and champion the development beyond the initial construction.
- That the core leadership team establishes a maintenance infrastructure program for the development site.
- That the partnerships involved in the development are diverse. (Our youth to our seniors and our non-profit to our corporate/private sector.)

Project Scope

(Specific inclusions):

- Site selected
- Commitment from land owners
- Vision and scale of project to be defined with current and future needs
- Riparian Zone (interface between land and a river or stream) access rights
- Maintaining “natural scape” and “natural materials”
- Establishing another “destination” within our community (to include promotional literature, directional signage, tourism)
- Build on community pride and recognition.

(Specific exclusions):

- No Town of Hinton budgeted funds for 2013 (capital or operating)
- No major infrastructure (ie. Buildings)
- Barrier reduced access to location with adequate parking needs

Project Risks and Impacts:

- Little or no interest/commitment to develop site (financial support, sweat equity, or organizational support)
- The vision and location cannot be agreed upon
- Permits and approvals cannot be obtained
- Patience to the process and project plan

Action Plan:

Major Activities	Responsible	Time Frames
1. Invite individuals and establish a core leadership team		
2. Define the committee and partnership roles and responsibilities		
3. Define individual roles & responsibilities		
4. Define vision & location and engagement community		
5. Establish project work plan, including financial budget/resources and project timeline from concept to construction.		
6. Celebrate/Public Opening		
7. Update project plan to advance project to construct next phase of site.		

Communications Strategy:

Upon establishing the core leadership committee a communications strategy will be developed by the committee.

Target Audience	The community-at-large, media and stakeholders.		
Objectives (What are you trying to achieve?)	<ul style="list-style-type: none"> Find individuals who are committed to providing core leadership from concept to site development. Garner interest in obtaining partnership(s) that are prepared to provide sweat equity, donation and/or financial resources to construct the site. Define that this is a community driven initiative (not a Town of Hinton Capital Project) that gives “legs” to a council strategic priority and supports a CSP strategy. 		
Core Message(s)	Use the core messages along with supporting statements <ul style="list-style-type: none"> The Town is supporting the development of a community based initiative to provide leadership and commitment to the development of water front recreation in our community. 		
Spokesperson	Wendy Lesser, Property and Project Manager		
Plans, Tactics and Materials	Activity	Timing	Cost
	1. Administration report to Standing Committee	April 23, 2013	0
	2. One-to-one engagement by Town and Council to community for interest in committee participation	April 23– May 10, 2013	0
	3. Formalized Meeting Meeting at TOH Committee RM 7:00 pm on May 29, 2013	May 29, 2013	0
Measurement	<ul style="list-style-type: none"> The number of people recruited to committee 		
Responsibility	Executive Committee and Town Council		



TOWN OF HINTON PROJECT WORK PLAN

Submitted by (Project Manager): Wendy Lesser, Property and Projects Manager

Date: March 27, 2013

Authorized to Proceed by Project Sponsor: Mike Schwirtz

Date: March 27, 2013

Persons of Interest for Initial Invitation to Meeting:

Rick Zroback Scott Sunderwald

Rob Mackin Beth McCallum

Doug Yaltia Lindsay Thomson

Aaron Jones Delvin Griffiths

Stuart Taylor

Glenn Taylor

TOWN OF HINTON
Consolidated Financial Statements
Year Ended December 31, 2012

Draft for discussion purposes only

TOWN OF HINTON
Index to Consolidated Financial Statements
Year Ended December 31, 2012

	Page
INDEPENDENT AUDITOR'S REPORT	1
FINANCIAL STATEMENTS	
Consolidated Statement of Financial Position	2
Consolidated Statement of Operations	3
Consolidated Statement of Changes in Accumulated Surplus	4
Consolidated Statement of Change in Net Financial Assets (Debt)	5
Consolidated Statement of Cash Flows	6
Consolidated Schedule of Tangible Capital Assets (<i>Schedule 1</i>)	7
Consolidated Schedule of Property and Other Taxes (<i>Schedule 2</i>)	8
Consolidated Schedule of Government Transfers (<i>Schedule 3</i>)	9
Consolidated Schedule of Expenses by Object (<i>Schedule 4</i>)	10
Notes to Consolidated Financial Statements	11 - 23

Draft for discussion purposes only

INDEPENDENT AUDITOR'S REPORT

To the Councillors of Town of Hinton

We have audited the accompanying consolidated financial statements of Town of Hinton, which comprise the consolidated statement of financial position as at December 31, 2012 and the consolidated statements of operations, changes in accumulated surplus, changes in net financial assets (debt) and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these consolidated financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the consolidated financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the consolidated financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the consolidated financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the consolidated financial statements present fairly, in all material respects, the financial position of Town of Hinton as at December 31, 2012, and the results of its operations, changes in accumulated surplus, changes in net financial assets (debt) and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Edson, Alberta
April 23, 2013

CHARTERED ACCOUNTANTS



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Website: www.mrbca.com

TOWN OF HINTON
Consolidated Statement of Financial Position
December 31, 2012

	2012	2011
FINANCIAL ASSETS		
Cash and temporary investments (Note 2)	\$ 13,559,948	\$ 10,467,214
Receivables		
Taxes and grants in place of taxes (Note 3)	823,096	590,744
Trade and other receivables	2,333,891	2,561,297
Land held for resale	1,726,423	1,843,035
Due from West Yellowhead Regional Waste Management Authority (Note 7)	40,750	130,001
	<u>18,484,108</u>	<u>15,592,291</u>
LIABILITIES		
Accounts payable and accrued liabilities	2,948,375	3,880,985
Deposit liabilities	1,037,304	1,078,319
Deferred revenue (Note 5)	5,483,091	6,745,560
Landfill closure and post-closure liability (Note 6)	286,135	257,057
Long term debt (Note 8)	17,683,811	18,126,460
	<u>27,438,716</u>	<u>30,088,381</u>
NET FINANCIAL DEBT	<u>(8,954,608)</u>	<u>(14,496,090)</u>
NON-FINANCIAL ASSETS		
Prepaid expenses	1,946	2,528
Inventory for consumption	467,757	425,027
Long term investments (Note 10)	1,874,293	1,874,293
Tangible capital assets	141,826,756	142,521,222
	<u>144,170,752</u>	<u>144,823,070</u>
ACCUMULATED SURPLUS (Note 12)	<u>\$135,216,144</u>	<u>\$130,326,980</u>

ON BEHALF OF THE BOARD

_____ Member of Council

_____ Authorized Signing Officer

See notes to financial statements

**Mergaert, Barford,
Williams & Joly**

Chartered Accountants Page 11 of 41

TOWN OF HINTON
Consolidated Statement of Operations
Year Ended December 31, 2012

	(Unaudited) Budget	2012	2011
REVENUE			
Net municipal taxes <i>(Schedule 2)</i>	\$ 10,263,908	\$ 10,286,236	\$ 9,607,817
Government transfers for operating <i>(Schedule 3)</i>	2,863,949	3,149,453	2,315,773
User fees and sales of goods	5,257,706	5,940,127	4,799,327
Fines	1,875,000	1,561,270	1,536,723
Rentals	507,010	538,891	507,917
Franchise fees	969,734	977,242	552,676
Investment income	52,000	98,159	63,644
Licenses and permits	142,500	130,411	130,530
Development levies	-	127,958	311,869
Penalties and costs on taxes	180,000	171,136	175,640
Insurance proceeds	504,863	243,116	-
Other	35,400	26,143	255,702
West Yellowhead Regional Waste Management Authority	333,540	465,732	350,689
Gain (loss) on disposal of tangible capital assets	14,000	19,795	345,137
	<u>22,999,610</u>	<u>23,735,669</u>	<u>20,953,444</u>
EXPENSES			
Legislative	448,960	408,693	432,813
Administration	2,541,803	2,538,709	2,646,829
Protective services	4,097,883	4,174,267	3,954,944
Roads, streets, and equipment	2,823,956	4,716,158	4,592,898
Water, wastewater and waste management	1,832,888	2,754,840	2,414,219
Family and community support	1,080,379	1,184,751	1,090,265
Planning and development	1,743,553	1,389,692	1,438,353
Recreation and parks	4,044,109	4,748,574	4,518,604
Culture	740,958	916,123	918,344
West Yellowhead Regional Waste Management Authority	342,720	551,774	485,709
	<u>19,697,209</u>	<u>23,383,581</u>	<u>22,492,978</u>
EXCESS (SHORTFALL) OF REVENUE OVER EXPENSES FROM OPERATIONS	<u>3,302,401</u>	<u>352,088</u>	<u>(1,539,534)</u>
OTHER INCOME			
Government transfers for capital <i>(Schedule 3)</i>	350,000	4,537,078	3,639,167
Contributed tangible capital assets	-	-	70,689
	<u>350,000</u>	<u>4,537,078</u>	<u>3,709,856</u>
EXCESS OF REVENUE OVER EXPENSES	3,652,401	4,889,166	2,170,322
ACCUMULATED SURPLUS, BEGINNING OF YEAR	<u>130,326,981</u>	<u>130,326,981</u>	<u>128,156,659</u>
ACCUMULATED SURPLUS, END OF YEAR <i>(Note 12)</i>	<u>\$133,979,382</u>	<u>\$135,216,147</u>	<u>\$130,326,981</u>

See notes to financial statements

**Mergaert, Barford,
Williams & Joly**

TOWN OF HINTON
Consolidated Statement of Changes in Accumulated Surplus
Year Ended December 31, 2012

	Unrestricted Surplus	Restricted Surplus	Equity in TCA	2012	2011
BALANCE - BEGINNING OF PERIOD	\$ 451,395	\$ 5,480,823	\$ 124,394,762	\$ 130,326,980	\$ 128,156,659
Excess of revenue over expenses	4,889,166	-	-	4,889,166	2,170,322
Unrestricted funds designated for future use	(8,370,168)	8,370,168	-	-	-
Restricted funds used for tangible capital assets	-	(3,804,691)	3,804,691	-	-
Disposal of tangible capital assets	6,705	-	(6,705)	-	-
Annual amortization expense	4,492,452	-	(4,492,452)	-	-
Long term debt issued	1,427,000	-	(1,427,000)	-	-
Long term debt repaid	(1,869,648)	-	1,869,648	-	-
BALANCE - END OF PERIOD	\$ 1,026,902	\$ 10,046,300	\$ 124,142,944	\$ 135,216,146	\$ 130,326,981

See notes to financial statements

TOWN OF HINTON
Consolidated Statement of Change in Net Financial Assets (Debt)
Year Ended December 31, 2012

	2012	2011
NET EXCESS OF REVENUE OVER EXPENSES	\$ 4,889,166	\$ 2,170,322
Acquisition of tangible capital assets	(3,804,691)	(8,230,666)
Contributed tangible capital assets	-	(70,689)
Amortization of tangible capital assets	4,492,452	4,328,111
Proceeds on disposal of tangible capital assets	26,500	446,000
(Gain) loss on disposal of tangible capital assets	(19,795)	(345,137)
	<u>694,466</u>	<u>(3,872,381)</u>
Change in prepaid assets	582	1,627
Change in inventory for consumption	(42,730)	(11,674)
Change in long term investments	-	(120,050)
	<u>(42,148)</u>	<u>(130,097)</u>
(INCREASE) DECREASE IN NET DEBT	5,541,484	(1,832,156)
NET FINANCIAL ASSETS (DEBT) - BEGINNING OF YEAR	(14,496,089)	(12,663,933)
NET FINANCIAL ASSETS (DEBT) - END OF YEAR	\$ (8,954,605)	\$ (14,496,089)

See notes to financial statements

TOWN OF HINTON
Consolidated Statement of Cash Flows
Year Ended December 31, 2012

	2012	2011
OPERATING ACTIVITIES		
Excess of revenue over expenses	\$ 4,889,166	\$ 2,170,322
Items not affecting cash:		
Amortization of tangible capital assets	4,492,452	4,328,111
(Gain) loss on disposal of tangible capital assets	(19,795)	(345,137)
Contributed tangible capital assets	-	(70,689)
	<u>9,361,823</u>	<u>6,082,607</u>
Changes in non-cash working capital:		
Taxes and grants in place of taxes	(232,352)	198,475
Trade and other receivables	227,406	1,222,167
Land held for resale	116,612	(155,853)
Prepaid expenses	582	1,627
Inventory for consumption	(42,730)	(11,674)
Accounts payable and accrued liabilities	(932,611)	(216,788)
Due to West Yellowhead Regional Waste Management Authority	89,251	(1,016,627)
Deposit liabilities	(41,015)	(26,005)
Deferred revenue	(1,262,469)	2,396,402
Landfill closure and post-closure liability	29,078	(153,330)
	<u>(2,048,248)</u>	<u>2,238,394</u>
Cash flow from operating activities	<u>7,313,575</u>	<u>8,321,001</u>
INVESTING ACTIVITIES		
Acquisition of tangible capital assets	(3,804,691)	(8,230,666)
Proceeds on disposal of tangible capital assets	26,500	446,000
Long term investments	-	(120,050)
Cash flow used by investing activities	<u>(3,778,191)</u>	<u>(7,904,716)</u>
FINANCING ACTIVITIES		
Proceeds from long term financing	1,427,000	3,000,000
Repayment of long term debt	(1,869,648)	(1,581,776)
Cash flow from (used by) financing activities	<u>(442,648)</u>	<u>1,418,224</u>
INCREASE IN CASH FLOW	3,092,736	1,834,509
Cash - beginning of year	<u>10,467,214</u>	<u>8,632,706</u>
CASH - END OF YEAR (Note 2)	<u>\$ 13,559,950</u>	<u>\$ 10,467,215</u>
CASH FLOWS SUPPLEMENTARY INFORMATION		
Interest paid	<u>\$ 770,759</u>	<u>\$ 767,673</u>

See notes to financial statements

Consolidated Schedule of Tangible Capital Assets
Year Ended December 31, 2012

(Schedule 1)

	Land	Land Improvements	Buildings	Engineered Structures	Machinery and Equipment	Vehicles	2012	2011
COST								
BALANCE, BEGINNING OF YEAR	\$ 18,439,355	\$ 12,648,068	\$ 38,437,903	\$ 123,235,615	\$ 7,600,098	\$ 2,830,274	\$203,191,313	\$195,294,425
Acquisition of tangible capital assets	-	1,251,286	156,500	281,998	435,311	281,260	2,406,355	13,729,225
Construction in progress	-	160,872	223,543	1,052,404	-	(38,484)	1,398,335	(5,427,870)
Disposal of tangible capital assets	-	-	-	-	(53,141)	-	(53,141)	(404,467)
BALANCE, END OF YEAR	\$ 18,439,355	\$ 14,060,226	\$ 38,817,946	\$ 124,570,017	\$ 7,982,268	\$ 3,073,050	\$206,942,862	\$203,191,313
ACCUMULATED AMORTIZATION								
BALANCE, BEGINNING OF YEAR	\$ -	\$ 5,143,032	\$ 9,205,722	\$ 41,042,563	\$ 4,039,499	\$ 1,239,275	\$ 60,670,091	\$ 56,645,583
Annual amortization	-	538,419	1,068,535	2,160,488	558,063	166,946	4,492,451	4,328,111
Accumulated amortization on disposals	-	-	-	-	(46,436)	-	(46,436)	(303,603)
BALANCE, END OF YEAR	\$ -	\$ 5,681,451	\$ 10,274,257	\$ 43,203,051	\$ 4,551,126	\$ 1,406,221	\$ 65,116,106	\$ 60,670,091
NET BOOK VALUE OF TANGIBLE CAPITAL ASSETS	\$ 18,439,355	\$ 8,378,775	\$ 28,543,689	\$ 81,366,966	\$ 3,431,142	\$ 1,666,829	\$141,826,756	\$142,521,222
2011 NET BOOK VALUE OF TANGIBLE CAPITAL ASSETS	\$ 18,439,355	\$ 7,505,036	\$ 29,232,181	\$ 82,193,052	\$ 3,560,599	\$ 1,590,999		\$142,521,222

See notes to financial statements

Mergaert, Barford,
Williams & Joly
Chartered Accountants

TOWN OF HINTON
Consolidated Schedule of Property and Other Taxes *(Schedule 2)*
Year Ended December 31, 2012

	<u>2012</u>	<u>2011</u>
TAXATION		
Real property taxes	\$ 13,963,709	\$ 13,032,300
Linear property taxes	280,682	262,431
Government grants in place of property taxes	75,312	73,609
Special assessments and local improvement taxes	49,188	65,291
	<u>14,368,891</u>	<u>13,433,631</u>
REQUISITIONS		
Education requisition	3,857,663	3,613,252
Evergreens Seniors Foundation	224,992	212,562
	<u>4,082,655</u>	<u>3,825,814</u>
NET MUNICIPAL TAXES	<u>\$ 10,286,236</u>	<u>\$ 9,607,817</u>

See notes to financial statements

TOWN OF HINTON
Consolidated Schedule of Government Transfers **(Schedule 3)**
Year Ended December 31, 2012

	2012	2011
TRANSFERS FOR OPERATING		
Provincial government conditional transfers	\$ 1,485,149	\$ 1,237,100
Local government transfers	1,664,304	1,078,673
	3,149,453	2,315,773
TRANSFERS FOR CAPITAL		
Federal government conditional transfers	39,923	1,381,879
Provincial government conditional transfer	4,461,541	2,248,066
Local government transfers	35,614	9,222
	4,537,078	3,639,167
TOTAL GOVERNMENT TRANSFERS	\$ 7,686,531	\$ 5,954,940

See notes to financial statements

TOWN OF HINTON
Consolidated Schedule of Expenses by Object **(Schedule 4)**
Year Ended December 31, 2012

	Budget (Unaudited)	2012	2011
EXPENSES			
Salaries, wages and benefits	\$ 9,560,015	\$ 9,183,627	\$ 8,895,592
Contracted and general services	5,367,552	4,979,324	4,653,296
Materials, goods, supplies and utilities	3,268,954	3,122,967	3,153,250
Provision for (recovery of) allowances	4,000	468	2,806
Transfers to local boards and agencies	294,000	343,409	282,446
Transfers to individuals and organizations	47,200	53,693	51,280
Bank charges and short-term interest	2,800	4,895	3,326
Interest on capital long-term debt	791,268	762,178	778,870
West Yellowhead Regional Waste Management Authority	342,720	440,569	344,002
Amortization of tangible capital assets	18,700	4,492,452	4,328,111
	<u>\$ 19,697,209</u>	<u>\$ 23,383,582</u>	<u>\$ 22,492,979</u>

See notes to financial statements

TOWN OF HINTON
Notes to Consolidated Financial Statements
Year Ended December 31, 2012

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The consolidated financial statements of the Town of Hinton are the representations of management prepared in accordance with generally accepted accounting principles for local governments established by the Public Sector Accounting Board of the Canadian Institute of Chartered Accountants. Significant aspects of the accounting policies adopted by the town are as follows:

Reporting Entity

The consolidated financial statements reflect the assets, liabilities, revenues and expenditures, changes in accumulated surplus and change in financial position of the reporting entity. This entity is comprised of the municipal operations plus all of the organizations that are owned or controlled by the town and are, therefore, accountable to the town Council for the administration of their financial affairs and resources. Included with the municipality are the following:

Town of Hinton Municipal Library

Town of Hinton Family and Community Support Services

Proportionate consolidation of the West Yellowhead Waste Management Authority (51%)

The schedule of taxes levied also includes requisitions for education, health, social and other external organizations that are not part of the municipal reporting entity.

The statements exclude trust assets that are administered for the benefit of external parties. Interdepartmental and organizational transactions and balances are eliminated.

Basis of Accounting

The financial statements are prepared using the accrual basis of accounting. The accrual basis of accounting records revenue as it is earned and measurable. Expenses are recognized as they are incurred and measurable based upon receipt of goods or services and/or the legal obligation to pay.

Funds from external parties and earnings thereon restricted by agreement or legislation are accounted for as deferred revenue until used for the purpose specified.

Government transfers, contributions and other amounts are received from third parties pursuant to legislation, regulation or agreement and may only be used for certain programs, in the completion of specific work, or for the purchase of tangible capital assets. In addition, certain user charges and fees are collected for which the related services have yet to be performed. Revenue is recognized in the period when the related expenses are incurred, services performed or the tangible capital assets are acquired.

Use of Estimates

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenditure during the period. Where measurement uncertainty exists, the financial statements have been prepared within reasonable limits of materiality. Actual results could differ from those estimates.

(continues)

TOWN OF HINTON
Notes to Consolidated Financial Statements
Year Ended December 31, 2012

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Investments

Investments are recorded at amortized cost. Investment premiums and discounts are amortized on the net present value basis over the term of the respective investments. When there has been a loss in value that is other than a temporary decline, the respective investment is written down to recognize the loss.

Requisition Over-levy and Under-levy

Over-levies and under-levies arise from the difference between the actual property tax levy made to cover each requisition and the actual amount requisitioned.

If the actual levy exceeds the requisition, the over-levy is accrued as a liability and property tax revenue is reduced. Where the actual levy is less than the requisition amount, the under-levy is accrued as a receivable and property tax revenue is increased.

Requisition tax rates in the subsequent year are adjusted for any over-levies or under-levies of the prior year.

Land held for Resale

Land held for resale is recorded at the lower of cost or net realizable value. Cost includes costs for land acquisition and improvements required to prepare the land for servicing such as clearing, stripping and leveling charges. Related development costs incurred to provide infrastructure such as water and wastewater services, roads, sidewalks and street lighting are recorded as physical assets under the respective function.

Prepaid Local Improvement Charges

Construction and borrowing costs associated with local improvement projects are recovered through annual special assessments during the period of the related borrowings. These levies are collectable from property owners for work performed by the municipality.

Where a taxpayer has elected to prepay the outstanding local improvement charges, such amounts are recorded as deferred revenue. Deferred revenue is amortized to revenue on a straight line basis over the remaining term of the related borrowings.

In the event that the prepaid amounts are applied against the related borrowings, the deferred revenue is amortized to revenue by an amount equal to the debt repayment.

Landfill Closure and Post-Closure Liability

Pursuant to the Alberta Environmental Protection and Enhancement Act, the town is required to fund the closure of its landfill site and provide for post-closure care of the facility. Closure and post-closure activities include the final clay cover, landscaping, as well as surface and ground water monitoring, leachate control, and visual inspection. The requirement is being provided for over the estimated remaining life of the landfill site based on usage.

(continues)

TOWN OF HINTON
Notes to Consolidated Financial Statements
Year Ended December 31, 2012

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Government Transfers

Government transfers are the transfer of assets from senior levels of government that are not the result of an exchange transaction, are not expected to be repaid in the future, or the result of a direct financial return.

Government transfers are recognized in the financial statements as revenue in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be determined.

Non-Financial Assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the normal course of operations. The change in non-financial assets during the year, together with the excess of revenues over expenses, provides the consolidated Change in Net Financial Assets (Debt) for the year.

1. Contributions of Tangible Capital Assets

Tangible capital assets received as contributions are recorded at fair value at the date of receipt and also are recorded as revenue.

2. Leases

Leases are classified as capital or operating leases. Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as capital leases. All other leases are accounted for as operating leases and the related lease payments are charged to expenses as incurred.

3. Inventory for consumption

Inventories held for consumption are recorded at the lower of cost and replacement cost.

4. Cultural and Historical Tangible Capital Assets

Works of art for display are not recorded as tangible capital assets but are disclosed.

(continues)

TOWN OF HINTON
Notes to Consolidated Financial Statements
Year Ended December 31, 2012

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Tangible capital assets

Tangible capital assets are stated at cost less accumulated amortization. Tangible capital assets are amortized over their estimated useful lives at the following rates and methods:

Land		non-amortizable
Land improvements	15 - 50 years	straight-line method
Buildings	50 years	straight-line method
Engineered structures:		
Roadway system	10 - 70 years	straight-line method
Water distribution system	45 - 100 years	straight-line method
Wastewater treatment system	45 - 100 years	straight-line method
Storm system	75 - 100 years	straight-line method
Machinery and equipment	5 - 25 years	straight-line method
Vehicles	5 - 25 years	straight-line method

2. CASH AND TEMPORARY INVESTMENTS

	<u>2012</u>	<u>2011</u>
Cash	\$ 3,117,981	\$ 4,073,724
Temporary investments	10,441,968	6,393,490
	\$ 13,559,949	\$ 10,467,214

Temporary investments are short-term deposits with original maturities of three months or less.

Included in cash and temporary investments is a restricted amount of \$5,467,045 (2011 - \$6,483,723) received from various government grants and held exclusively for the completion of approved projects (Note 5).

3. TAXES AND GRANTS IN PLACE OF TAXES RECEIVABLE

	<u>2012</u>	<u>2011</u>
Current taxes and grants in place of taxes	\$ 433,162	\$ 353,618
Tax arrears	389,934	237,126
	\$ 823,096	\$ 590,744

4. BANK INDEBTEDNESS

The Alberta Treasury Branches revolving loan is authorized to a limit of \$1,900,000 of which \$ nil was used at December 31, 2012 (2011 - \$ nil). The account bears interest at prime, is due on demand and secured by a general security agreement.

TOWN OF HINTON
Notes to Consolidated Financial Statements
Year Ended December 31, 2012

5. DEFERRED REVENUE

	<u>2012</u>	<u>2011</u>
Prepaid local improvement charges	\$ 16,046	\$ 18,721
Parent Link West network grant	35,219	43,793
Municipal Policing Assistance grant	69,650	69,538
Other operating	35,529	35,529
Subtotal operating	156,444	167,581
Green Municipal Fund	926,148	945,437
Government of Alberta Municipal Housing and Capital Enhancement	401,229	526,841
Municipal Sustainability Initiative	1,147,076	2,488,049
Federal Gas Tax Fund	-	547,548
Street Improvements Program	1,801,544	1,299,058
Community donations received for splash park	-	495,981
Insurance proceeds for Roxy theatre	-	243,116
CFEP grant for performing arts centre	1,000,000	-
Early childhood grant	44,299	-
Other capital	6,350	31,949
	\$ 5,483,090	\$ 6,745,560

TOWN OF HINTON
Notes to Consolidated Financial Statements
Year Ended December 31, 2012

6. LANDFILL CLOSURE AND POST-CLOSURE LIABILITY

Alberta environmental law requires closure and post-closure care of landfill sites, which includes final covering and landscaping, pumping of ground water and leachates from the site, and ongoing environmental monitoring, site inspections and maintenance.

The estimated total liability is based on the cost required in today's dollars for closure and post-closure activities for 25 years after closure.

The accrued liability portion is based on the cumulative capacity used at year end compared to the estimated total landfill capacity. The total capacity of the site is estimated at 2.223 million cubic metres. The estimated remaining capacity of the landfill site is 1.762 (2011 – 1.790) million cubic metres. The existing landfill site is expected to reach capacity in approximately the year 2072.

The authority has not designated assets for settling closure and post-closure liabilities.

	2012	2011
Estimated closure costs	\$ 2,572,974	\$ 2,572,974
Estimated post-closure costs	2,025,000	2,025,000
	<u>\$ 4,597,974</u>	<u>\$ 4,597,974</u>
Estimated capacity remaining	79.28 %	80.52 %
Portion of total liability remaining to be recognized	<u>\$ 3,645,274</u>	<u>\$ 3,702,289</u>
Estimated capacity used	20.72 %	19.48 %
Accrued liability portion	\$ 952,700	\$ 895,685
Less: closure disbursements	\$ (391,652)	\$ (391,652)
Closure and post-closure liability	<u>\$ 561,048</u>	<u>\$ 504,033</u>
Town of Hinton's 51% proportionate share	\$ 286,134	\$ 257,057

TOWN OF HINTON
Notes to Consolidated Financial Statements
Year Ended December 31, 2012

7. DUE FROM (TO) WEST YELLOWHEAD REGIONAL WASTE MANAGEMENT AUTHORITY

The Town of Hinton, Yellowhead County and the Town of Edson established the West Yellowhead Regional Waste Management Authority to construct, maintain, control and manage a regional solid waste disposal system. The proportionate share of ownership, management and liability of the Authority held by each member as follows:

The Town of Hinton	51.0%
Yellowhead County	24.5%
The Town of Edson	24.5%

The parties have agreed to proportionately share costs associated with expenditures arising from the operation of the Authority. The proportions are based on each member's volume of municipal solid waste hauled and deposited to the system for disposal, relative to the total tonnage of solid waste hauled and deposited by all members.

The Town's proportionate share of the West Yellowhead Regional Waste Management Authority is included in these consolidated financial statements.

The amounts due to the West Yellowhead Regional Waste Management Authority are non-interest bearing with no set terms of repayment.

During the year, the town of Hinton paid \$198,840 (2011 - \$150,000) to the Authority for landfill use and charged the Authority \$66,500 (2011 - \$66,300) in management fees.

TOWN OF HINTON
Notes to Consolidated Financial Statements
Year Ended December 31, 2012

8. LONG-TERM DEBT

	2012	2011
Tax supported debt	\$ 17,525,333	\$ 17,956,798
Self supported debt	158,478	169,662
	\$ 17,683,811	\$ 18,126,460

Principal and interest payments are due as follows:

	Principal	Interest	Total
2013	\$ 2,080,004	\$ 719,307	\$ 2,799,311
2014	2,081,110	629,749	2,710,859
2015	2,165,095	545,763	2,710,858
2016	2,252,699	458,159	2,710,858
2017	2,344,087	366,772	2,710,859
Thereafter	6,760,817	852,662	7,613,479
	\$ 17,683,812	\$ 3,572,412	\$ 21,256,224

Debenture debt is repayable to the Alberta Capital Financing Authority and bears interest at rates ranging from 2.286% to 11.375% per annum and matures in periods 2013 through 2025. Long term debt is issued on the credit and security of the Town at large.

The amounts due to the Canada Mortgage and Housing Corporation bear interest at rates of 4.31% and 8.25%, mature February 2027 and January 2021, and are repayable in blended monthly installments of \$607 and blended annual installments of \$13,203 respectively. Long term debt is issued on the credit and security of the Town at large.

The amount due to the Hinton Housing Authority bears interest at 8.25%, matures January 2018, and is repayable in blended annual installments of \$406. Long term debt is issued on the credit and security of the Town at large.

TOWN OF HINTON
Notes to Consolidated Financial Statements
Year Ended December 31, 2012

9. DEBT LIMITS

Section 276(2) of the Municipal Government Act requires that debt and debt limits as defined by Alberta Regulation 255/00 for the Town of Hinton be disclosed as follows:

	2012	2011
Total debt limit	\$ 34,958,325	\$ 31,443,998
Total debt	(17,683,811)	(18,126,460)
Total debt guaranteed for other organizations	(1,412,455)	(1,407,672)
Amount of debt limit unused	<u>\$ 15,862,059</u>	<u>\$ 11,909,866</u>
Debt servicing limit	\$ 5,826,387	\$ 5,240,666
Debt servicing	(2,799,311)	(2,640,407)
Amount of debt servicing limit unused	<u>\$ 3,027,076</u>	<u>\$ 2,600,259</u>

The debt limit is calculated at 1.5 times revenue of the municipality (as defined in Alberta Regulations 255/00) and the debt service limit is calculated at 0.25 times such revenue. Incurring debt beyond these limitations requires approval by the Minister of Municipal Affairs. These thresholds are guidelines used by Alberta Municipal Affairs to identify municipalities which could be at financial risk if further debt is acquired. The calculation taken alone does not represent the financial stability of the municipality. Rather, the financial statements must be interpreted as a whole.

10. LONG TERM INVESTMENTS

	2012	2011
Investment in GP Highway Maintenance storage facility	\$ 671,429	\$ 671,429
Investment in Happy Creek Estates	1,202,864	1,202,864
	<u>\$ 1,874,293</u>	<u>\$ 1,874,293</u>

11. EQUITY IN TANGIBLE CAPITAL ASSETS

	2012	2011
Tangible capital assets (Schedule 1)	\$206,942,862	\$203,191,313
Accumulated amortization (Schedule 1)	(65,116,106)	(60,670,091)
Long-term debt	(17,683,811)	(18,126,460)
	<u>\$124,142,945</u>	<u>\$124,394,762</u>

TOWN OF HINTON
Notes to Consolidated Financial Statements
Year Ended December 31, 2012

12. ACCUMULATED SURPLUS

Accumulated surplus consists of restricted and unrestricted amounts and equity in tangible capital assets as follows:

	<u>2012</u>	<u>2011</u>
Unrestricted surplus	\$ 1,026,902	\$ 451,395
Family and community support services	18,408	28,408
Hinton Centre	-	10,000
Library	43,516	32,141
Other operating	156,552	170,531
Cemetery perpetual care	50,509	50,509
Community services safety initiatives	845,861	1,298,396
Equipment	922,483	766,907
Fire department	313,607	189,670
Future development	207,651	252,657
Garbage bin replacement	8,005	46,309
General capital	35,789	38,484
Infrastructure major facility	839,520	(1,640,862)
Land	994,871	994,871
ME first project	269,144	269,144
Miscellaneous capital	461,358	506,286
Municipal reserve	806,353	763,513
Offsite levy fund	1,538,142	510,184
Recreation	175,269	100,314
Roads and sidewalks	847,627	357,592
Water and sewer reserve	816,460	630,782
Other capital	669,177	67,256
West Yellowhead Regional Waste Management Authority	25,997	37,731
	<hr/>	<hr/>
Subtotal restricted and unrestricted surpluses	11,073,201	5,932,218
Equity in tangible capital assets	124,142,945	124,394,762
	<hr/>	<hr/>
	\$135,216,146	\$130,326,980

The infrastructure major facility reserve is in a negative balance at the end of 2011 due to the timing of debenture proceeds. The Recreation centre renovations and the Switzer Booster projects will be funded by debentures, however the debentures had not been drawn as of December 31, 2011.

TOWN OF HINTON
Notes to Consolidated Financial Statements
Year Ended December 31, 2012

13. SALARY AND BENEFITS DISCLOSURE

Disclosure of salaries and benefits for municipal officials, the chief administrative officer (CAO) and designated officers as required by Alberta Regulation 313/2000 is as follows:

	Salary	Benefits	2012	2011
Mayor G. Taylor	\$ 550	\$ 5	\$ 555	\$ 52,100
Mayor I. Duncan	42,440	1,592	44,032	-
Councillor B. Bulger	28,747	241	28,988	26,002
Councillor J. Callihoo	30,458	1,088	31,546	30,582
Councillor D. Currie	28,757	1,018	29,775	30,457
Councillor I. Duncan	-	-	-	30,001
Councillor J. Macridis	31,411	1,127	32,538	35,307
Councillor S. Mitchell	1,248	37	1,285	30,501
Councillor R. Maghun	18,253	612	18,865	-
Chief Administrative Officer	158,256	33,068	191,324	169,132

Salary includes regular base pay, bonuses, overtime, lump sum payments, gross honoraria and any other direct cash remuneration.

Employer's share of all employee benefits and contributions or payments made on behalf of employees including pension, health care, dental coverage, vision coverage, group life insurance, accidental disability and dismemberment insurance, long and short-term disability plans, professional memberships and tuition.

14. LOCAL AUTHORITIES PENSION PLAN

Employees of the town participate in the Local Authorities Pension Plan (LAPP), which is one of the plans covered by the Alberta Public Sector Pension Plans Act. The Plan serves about 206,000 members and 421 employers. The LAPP is financed by employer and employee contributions and investment earnings of the LAPP Fund.

Contributions for current service are recorded as expenditures in the year in which they become due.

The town is required to make current service contributions to the LAPP of 9.91% of pensionable earnings up to the year's maximum pensionable earnings under the Canada Pension Plan, and 13.74% of pensionable earnings above this amount. Employees of the town are required to make current service contributions of 8.91% of pensionable salary up to the year's maximum pensionable salary and 12.74% on pensionable salary above this amount.

Total current service contributions by the Town of Hinton to the LAPP in 2012 were \$640,339 (2011 - \$582,343). Total current service contributions by the employees of the Town of Hinton to the LAPP in 2011 were \$581,173 (2011 - \$526,381).

As at December 31, 2011, the Plan disclosed an actuarial deficiency of \$4.6 billion.

TOWN OF HINTON
Notes to Consolidated Financial Statements
Year Ended December 31, 2012

15. FINANCIAL INSTRUMENTS

Credit Risk

Credit risk arises from the potential that a counter party will fail to perform its obligations. The municipality is exposed to credit risk from customers. An allowance for doubtful accounts is established based upon factors surrounding the credit risk of specific accounts, historical trends and other information. The municipality has a significant number of customers which minimizes concentration of credit risk.

Fair Value

The municipality's carrying value of cash and temporary investments, receivables, accounts payable and accrued liabilities, and deposit liabilities approximates its fair value due to the immediate or short term maturity of these instruments.

The fair value of the amount due from (to) West Yellowhead Regional Waste Management Authority is less than carrying value because the amounts are non-interest bearing. However, because the amounts due to West Yellowhead Regional Waste Management Authority have no fixed repayment terms, the fair value and the exposure to related risk cannot be determined with any degree of certainty, and the amounts are therefore reported at their carrying value.

The fair value of the long term debt has not been calculated as the availability of this type of financing is limited to organizations who fall within the Alberta Capital Finance Authority's guidelines.

Interest Rate

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in the interest rates. In seeking to minimize the risks from interest rate fluctuations, the municipality manages exposure through its normal operating and financing activities. The municipality is exposed to interest rate risk primarily through its floating interest rate bank balances and long-term debt.

16. CONTINGENT LIABILITY

The Town of Hinton is a member of the Alberta Local Authorities Reciprocal Insurance Exchange and MUNIX. Under the terms of membership, the Town of Hinton could become liable for its proportionate share of any claim losses in excess of the funds held by the exchange. Any liability incurred would be accounted for as a current transaction in the year the losses are determined.

The Town of Hinton has guaranteed a loan for the Hinton Golfing Society to construct a new Club House and consolidate an existing loan. At December 31, 2012, the outstanding balance was \$1,135,824 (2011 - \$1,098,993). The loan is guaranteed to a maximum of \$1,136,000 with a maximum amortization of 20 years and subject to interest at prime plus 0.75%.

The Town of Hinton has guaranteed a loan for the SPCA to construct a new building. At December 31, 2012 the outstanding balance was \$276,631 (2011 - \$308,679). The loan is guaranteed to a maximum of \$350,000 with a maximum amortization of 20 years and subject to interest at prime plus 2.00%.

TOWN OF HINTON
Notes to Consolidated Financial Statements
Year Ended December 31, 2012

17. RECONCILIATION OF OPERATING RESULTS TO BUDGETING SYSTEM

The 2012 budget was prepared based on the previous accounting standards which tracked all municipal activities including capital projects, debenture repayments and proceeds, and reserve transfers for future use. The reconciliation below to encompass these items is provided for information purposes only to provide users with supplementary comparative information. It should not be used as a replacement for the consolidated statement of financial activities and accumulated surplus and users should note that this information may not be appropriate for their purposes.

	Unaudited Budget	2012	2011
Excess of revenue over expenditures, per financial statements	\$ 3,652,401	\$ 4,889,166	\$ 2,170,321
<u>Add back:</u>			
Amortization expense(non-consolidated)	-	4,381,246	4,186,404
<u>Deduct:</u>			
Government transfers for capital	(350,000)	(4,537,078)	(3,639,167)
Contributed tangible capital assets	-	-	(70,689)
Development levies for capital	-	(127,958)	(311,869)
Other capital revenues	(504,863)	(734,132)	(160,357)
Gain/loss on disposal of tangible capital assets	(14,000)	(19,795)	(345,137)
Net effect of 51% consolidation of the West Yellowhead Regional Waste Management Authority	(92,820)	(15,366)	58,520
Principal payments of capital debt	(1,922,324)	(1,869,648)	(1,581,776)
Net transfers (to) from reserves	(768,394)	(1,142,917)	(462,638)
	<u>\$ -</u>	<u>\$ 823,518</u>	<u>\$ (156,388)</u>

18. APPROVAL OF FINANCIAL STATEMENTS

Council and Management have approved these financial statements.



TOWN OF HINTON DIRECTION REQUEST

DATE: April 18, 2013

TO: STANDING COMMITTEE MEETING OF April 23, 2013

FROM: Bernie Kreiner, Town manager.

REVIEWED BY : n/a

APPROVED BY : n/a

RE: Long-term Facility Working Group-draft report

Purpose

This item is before Council to seek direction and comment before the LT FWG considers for final adoption at their June meeting.

Issue

Do you understand and value the progress and recommendations as developed?

Administration Comments on Situation / Options

This topic has many complex tentacles, some of which are still being worked through. Making this extra challenging is getting meaningful forecasting information and solutions between multi-party stakeholders. There is also an initiative very separate from the LT FWG to begin fund-raising for a long-term care facility in Hinton.

Administration's Conclusion / Proposed Direction

We look forward to any comments from council on the work to date and recommendations.

Town Manager Comments

n/a

Attachment

1. Long-term Facility Working Group-draft report

Long Term Care Recommendations for Council Review

Background

Hinton Town Council identified concerns and established a working committee (Long Term Care Working Group) in order addresses the following mandate:

- Ensure Long Term care beds exists in Hinton to serve the needs of area resident
- Ensure the assessment process accurately reflects the needs of the patients
- Ensure resources are adequately aligned to the real needs of Hinton.

A working committee was put together in the beginning of 2012. A coordinator from FCSS conducted private, anonymous conversations with people who have or had family members who lived at the Good Samaritan Mountainview Centre. Concerns were expressed about some operations at the Good Sam, with safety and low staffing and poor staff morale being at the top of the list. The LTC working group met with Alberta Health to understand the health system's approach to seniors care, the levels of care available in Hinton and forecasted demand.

The LTC working group sent delegates to speak with the Tamarack AB Health Advisory Committee about the concerns that came up through the anonymous conversations about the Mountainview Centre, and the meetings with AB health about levels of care. This meeting happened in the summer of 2012. The group has not heard back from the Tamarack AB Health Advisory committee since then. A Subcommittee from the LTC Working Group met with representatives from The Good Samaritan Mountainview Centre, The Pine Valley Lodge, Evergreen Society and the medical profession in an effort to look at the bigger picture to have an understanding of how these entities work together in seniors care. The following are the findings from these interactions and our work to date as we pursue our mandate.

It is clear that the role of the family is viewed differently, therefore that role needs to be clarified by all parties more broadly.

Findings

After meeting and discussing services and service gaps, the mandates of each of these entities and the current level of community involvement, it was felt that two main reasons contribute to high/un-met client service expectations in the Good Samaritan from the families (of seniors who reside there)

1. When the Mountainview Centre first opened in October 2002, it had a higher designation of care. This designation was changed but family expectations remained the same.
2. The physical structure in which The Good Samaritan operates, presents a challenge for staff because of the pedway that connects The Mountainview Centre to the Hinton Hospital. The Good Samaritan does not have the number of staff available that is needed to meet the current expectations of the resident's

families. For example, the staff members at Good Sam no longer use the pedway; the community has been lead to believe otherwise. The physical design of the pedway is no longer usable to meet current expectations of resident's families.

The perception of most survey respondents is that the Good Sam staff is doing their best with available staffing. The frequent change of manager at the Good Sam has not made addressing this perception easier. The group also found that community members feel unwelcome to volunteer at the Good Samaritan.

The group concluded that each professional agency/entity is meeting their core mandate.

Senior's needs are diverse and include social, emotional, physical and medical.

We are currently awaiting for requested information from Alberta Health with regards to forecasted needs in Hinton and area as well as how one is placed/categorized into the Designated Assisted Living classifications.

Recommendations from the Long Term care Working Group

We understand that the Province and Alberta Health health care system has changed its approach to medical service for seniors to the the Seniors Health Care model; and believe we should work with and to respect this direction in our recommendations.

By agencies and community working together proactively and in a constructive way, the following recommendations have been made:

- A. **It would be beneficial if families became more educated on how they can be involved in caring for their seniors (and educate them on what the contracting agencies do not provide).** Alberta Health is moving towards an "Aging in Place" model of care, where seniors no longer have to move from place to place in order to receive the care he/she needs. The basic medical care that seniors need, will be met by AH. , However, it is important for families/community to recognize that they need to take on a responsibility or contract for a senior's non-medical needs when the senior can no longer meet those themselves. . This will include and is not limited to bathing, laundry, home cleaning,, grocery shopping, grass cutting/snow removal, emergency ambulance response, and arrangements to go to medical appointments for reasons that not addressed by Home Care. Helping agencies such as FCSS, Home Care, Evergreens, etc. within the community can direct people's efforts to the needs of the seniors.
- B. **The community needs to be encouraged to become more involved in a volunteer capacity to serve and support our senior's needs.** Each agency/entity is meeting their mandates. Existing programs including Neighbourlink, Keeping seniors mobile, Doo drop In, Friendly visiting, Home Care, There are many ways for people to be involved through volunteering to be a

Friendly Visitor, deliver Meals on Wheels, offer your help feeding adults at the Good Samaritan, or even to help an elderly neighbor on their street. Senior's needs are diverse and expanded community involvement would provide seniors with social and emotional supports and a helping hand which allows facility staff to focus on the tasks at hand.

- C. **Alberta Health Volunteer Coordinator to collaborate with other applicable agencies to advance items A and B above, for example, Alberta Health volunteers to assist at the Good Sam.**

- D. **The Good Samaritan Mountainview Centre needs to participate in active recruitment of volunteers and continue to help them feel welcome enough to keep coming back.** The Volunteer Information Centre Coordinator at FCSS would be available to help the staff at the Good Samaritan implement their volunteer program framework in a way that is specific to Hinton's needs.

- E. **That The Good Samaritan Mountainview Centre change their operation to amend their image by considering:**
 - a) Ownership change
 - b) Name change
 - c) Reframing expectations and communicating this.
 - d) Clear indication of who does what

An improvement in their image would help the community embrace the facility without the toxic connotations that the community recently and some still currently attaches to the Good Samaritan Mountainview Centre. The group recognizes that the Good Samaritan has tried to create a more positive service reputation. However, it is suggested that starting over with a new name and/or ownership would encourage the community to adjust their beliefs and attitudes about operational offerings and what services Good Sam assures it provides to Hinton and area seniors in their care.

- F. **Direct agencies working with seniors may find great benefit in coordinating services.** Services would be better streamlined and coordinated by correct sharing of information, i.e. use of Release of Information forms., etc. Recommendations A and B above could also be more effectively advanced through inter-agency collaboration.

- G. **The group recommends that a formal request be made again to Alberta Health Services for the following information:**
 - 1. a forecast on long term care in the Hinton and area be obtained once it is available and assessed by the Long Term Care group.

2. the Long Term Care committee formal request from Alberta Health documentation on how seniors care classification assessments are performed (preferably through independent evidence review)

This information is required in order for the Working Group to establish a focused and informed view of their mandate which states:

- *“Ensure Long Term care beds exists in Hinton to serve the needs of area resident”*

Draft prepared by Lena, Bernie and Wendy for working group review.

DRAFT



TOWN OF HINTON DIRECTION REQUEST

DATE: April 18, 2013

TO: STANDING COMMITTEE MEETING OF April 23, 2013

FROM: Bernie Kreiner, Town manager.

REVIEWED BY : n/a

APPROVED BY : n/a

RE: Air Tanker Base options-potential at Jasper-Hinton airport.

Purpose

This item is before Council to seek direction/confirmation regarding capital investment willingness of Hinton in order to see the area's air tanker base relocated to the Jasper-Hinton airport (from Edson).

Issue

Alberta ESRD has funds to upgrade fire fighting tanker bases including Edson's and is assessing options to maximize their long-term overall effectiveness. While the Jasper:Hinton airport is locationally better, the costs to establish the tanker base there are substantially more because of airport functional shortfalls (ie. The runway is 1500 meters short and a few other deficiencies). AESRD is willing to contribute ½ the capital costs of the airport functional shortfalls (\$8-10M) provided the airport owners fund the remainder.

Administration Comments on Situation / Options

Establishing the firefighting tanker base in Hinton (vs. Edson) is beneficial for overall forest safety and responsiveness, and has a minor economic development benefit—one seasonal position and contractor spending when an ESRD tanker squadron is stationed in Hinton over the forest fire season. (estimate of 10 bases and 3 tanker squadrons). The other advantages of the two municipalities both investing about \$2.5M each within two years to widen the Jasper/Hinton airport is “do it now” if it might be required over the next 10 years, since ½ the costs would now be paid by a third party. The major disadvantage is that this level of capital cost expenditure is very substantial and has not been planned for, probably isn't an overall relative priority even if some of the funds were sourced from say Photo Radar.

Administration's Conclusion / Proposed Direction

At the meeting, Hinton and Yellowhead County CAO's both recognized the cost:benefits and suggested it was highly unlikely we'd invest what was proposed to enhance the Jasper: Hinton airport at this time. This is presented to Standing Committee as a briefing and for affirmation of the selected direction.

Attachments

1. Minutes of April 8, 2013 meeting involving AESRD staff and County/Town CAO's.
2. ASRD Jasper:Hinton Tanker Base development study – prelim project cost estimates.

Air Tanker Base Options – Foothills Area – April 8, 2013 10:30

Attended:

Kevin Vander Haeghe- Acting Forestry Program Manager

Brent Schleppe – Area Manager Foothills

Bernie Kreiner – Hinton Town Manager

Jack Ramme – Chief Administrative Officer Yellowhead County

Quentin Spila – Aviation and Geomatics Manager

John Brewer – Director Wildfire Operations

- Background regarding Grande Cache, Edson tanker base and projected costs as outline in Genivar reports
- Cost precludes the total rebuild required for G.C.
- John Brewer outlined the air tanker coverage under the assumption that we build Hinton/Jasper tanker base. Outlined the coverage with Edson tanker base only. Coverage would be better for GC/Hinton corridor with the Hinton/Jasper Tanker Base.
- Potential to preposition resources at the current Hinton/Jasper airstrip (current practice) when hazard is high.
- Edson Specific:
 - Costs presented could escalate as the report was completed 3 years ago, if a regional services does start up at Edson there may be additional costs to increase width in sections of the tarmac to allow tankers to move around passenger a/c.
 - Edson tarmac width is 30m.
 - ESRD tanker base funding would provide little benefit to the regional air service proposal. Upgrades would be for the tanker base facility and an apron.
 - Jack Ramme confirmed that currently Edson airport meets all certifications (Transport Canada).
- Hinton Specific:
 - Current length is 4500ft and needs to be extended additional 1500ft for the Electra. Most the cost of the upgrade and the portion that would be shared with the County and Town is to build out the tarmac. Proposed 50-50% spit with the parties. ****Note – see cost alternatives in the Genivar report circulated at the meeting****
 - If commercial a/c to land in Hinton/Jasper IFR will be needed which requires 45m width. Cost of increases width 4 million.
- 7 million ESRD has for the Edson Tanker base is relatively secure for the next 2-3 years. Holding it beyond this time is tough.
- In 3 years the Edson tanker base will be is disrepair and may not be fully functional for all ESRD fleet.

- Jack was going to contact Genivar for a rough estimate of cost to build a new airport. All parties agreed that a single airport facility strategically located between the two centers (Hinton and Edson) would be a suitable alternative. For wildfire operations this would maximize coverage.
- Bernie felt it would be 10 years or possibly more before a regional airport plan could realistically move forward, if at all.
- It was agreed that due to the timelines the best course of action would be to utilize the monies for the current Edson tanker base.
- Bernie and Jack would discuss with council in the next 2-3 days and get back to Brent with results. It is expected that funding of 3.5million (each) would not be available.

Attachment 2

17-Apr-12

GENIVAR Project No. 11391



TABLE 1
 Alberta Sustainable Resource Development (ASRD)
 Jasper-Hinton Tanker Base Development Study
 Preliminary Project Cost Estimates (Class D; 2012 dollars)

Item	Option 1a - Runway 02-20 Extension (500ft. and 1000ft.)	Option 1b - (45m Runway Width)	Option 2a - Runway 02-20 Extension (1000ft. and 500ft.)	Option 2b - (45m Runway Width)
1.0 General Construction Items	\$1,757,370.00	\$1,757,370.00	\$1,875,465.00	\$1,875,465.00
2.0 Runway 02-20 Widening	\$0.00	\$2,168,751.00	\$0.00	\$2,184,180.00
3.0 Runway 02-20 Extension	\$7,793,050.00	\$8,520,615.00	\$6,489,205.00	\$7,202,070.00
4.0 Air Tanker Base Apron and Landside Construction	\$2,709,410.00	\$2,709,410.00	\$3,180,780.00	\$3,180,780.00
5.0 Drainage and Collection Works	\$306,750.00	\$306,750.00	\$306,750.00	\$306,750.00
6.0 Electrical	\$185,860.00	\$644,880.00	\$198,860.00	\$659,880.00
7.0 Buildings and Ancillary Works	\$905,000.00	\$905,000.00	\$905,000.00	\$905,000.00
8.0 Runway and Taxiway Reconstruction (PROVISIONAL)	\$2,201,049.00	\$2,201,049.00	\$2,201,049.00	\$2,201,049.00
Subtotal Construction Costs (Excluding PROVISIONAL Items)	\$11,649,440.00	\$17,006,776.00	\$12,945,060.00	\$16,914,125.00
9.0 Evaluation/Pre-Design Services	\$272,988.80	\$340,135.52	\$259,121.20	\$326,282.50
10.0 Detailed Design Services/Tendering	\$409,483.20	\$510,203.28	\$388,681.80	\$489,423.75
11.0 Contract Admin./Resident Engineering/Materials Testing	\$682,472.00	\$850,388.80	\$647,803.00	\$815,706.25
12.0 Project Contingencies	25.0%	\$4,251,694.00	\$3,239,015.00	\$4,078,531.25
Preliminary Project Cost Estimate (Excluding PROVISIONAL Items and Taxes)	\$18,926,744.00	\$27,959,147.60	\$17,490,681.00	\$22,024,069.75