

**Athabasca Regional Multiplex 2019
Monday March 21, 2019 at 9:30 a.m.
ARMS Combined Meeting Room**

PRESENT: Chair Christi Bilsky, Vice-Chair Tannia Cherniwchan,
Directors; Dennis Willcott, Travais Johnson, David Pacholok, Michael Arychuk
Athabasca County CAO Ryan Maier, Town of Athabasca CAO Robert Jorgensen
General Manager Kelsea Brown, Administration Assistant Cheryl Ruthven

**1.0
Call to Order** The meeting was called to order by Chair Bilsky at 9:27 a.m.

**2.0
Approval of
Agenda**

#19-22 Motion by Director Johnson to approve the March 21, 2019, General Meeting agenda with the following amendments.

- 9a) Parking lot clean-up
- 9b) Athabasca Fish and Game letter
- 10e) Legal 19 e)

Carried.

General Manager introduced new employee Rod MacGregor, Facility Manager.

Direction for Manager to bring in job description for Facility Manager to next meeting.

**4.0
Minutes of
Previous
Meeting**

#19-23 Motion by Director Arychuk to approve the February 11, 2019, General Meeting agenda with the following amendments.

- Proper spelling of Director Armfelt's last name
- Insert recess time after Motion #19-15

Carried.

**3.0
Delegations**

- a) Athabasca Curling Club
- b) Sponsorship Coordinator

Chair Bilsky declared a recess at 10:56 a.m.
Meeting was reconvened at 11:05 a.m.

**6.0
Manager's
Report**

- b) Pool Report**
Janis Hodder reviewed the Pool Report.

#19-24	Motion by Director Pacholok to accept Pool's Report as information.	Carried.
3.0		
Delegations		
#19-25	Motion by Director Willcott for General Manager to write a letter to the Athabasca Curling Club addressing their concerns, after an initial investigation.	Carried.
	Chair Bilsky declared a lunch break at 12:03 p.m. Meeting was reconvened at 12:24 p.m.	
5.0		
Financial Report	a) Financial Statement	
#19-26	Motion by Director Pacholok to accept the Financial Statement presented as information with clarification regarding the Admin Electric and Insurance expense difference between actual and budget numbers.	Carried.
	b) Cheque Registry	
#19-27	Motion by Director Willcott to accept the Cheque Registry presented as information.	Carried.
6.0		
Manager's Report	a) Operations Report General Manager reviewed Operations Report.	
#19-28	Motion by Director Johnson to accept Operation's Report as information.	Carried.
10.0		
In Camera	c) Legal-19-e)	
#19-29	Motion by Director Arychuk to go in camera at 12:55 p.m.	Carried.
#19-30	Motion by Director Willcott to come out of camera at 1:30 p.m.	Carried.
6.0		
Manager's Report	c) General Manager's Report General Manager reviewed the Manager's Report. Direction for Administration to obtain more information regarding requested use of the Multiplex parking lot for a Bus Rodeo.	
#19-31	Motion by Director Cherniwchan for Administration to place an RFP for Contract Book Keeping Services.	Carried.

#19-32 Motion Director Johnson to accept General Manager's report as information. **Carried.**

**7.0
Follow up
Business**

a) Policies Discussion

Direction for General Manager to select 3 policies to review at the next meeting.

b) Fitness Equipment

#19-33 Motion by Director Johnson to continue with the contract from Apple Fitness. **Carried.**

c) Participation Grant

Direction for General Manager to update the board at next meeting.

d) Grand Opening

To address after soft opening.

**8.0
New
Business**

a) Rotary Email

Direction for General Manager to clarify Rotary email.

b) Athabasca University Request

#19-34 Motion by Director Cherniwchan to approve the Athabasca University's full pool rental and common areas/fitness facility and meeting rooms for June 7th and June 8th \$4260.00 for 12 hours. **Carried.**

c) Rebrand/Logo

Direction for General Manager to investigate current logo history.

**9.0
Agenda
Additions**

a) Parking Lot clean up

Discussion reminding staff of Spring Clean up.

b) Athabasca Fish and Game letter

#19-35 Motion by Director Pacholok to reply to Athabasca Fish and Game's letter thanking them for the information and that the board has discussed their concerns and are looking to review policies and procedures to improve moving forward. **Carried.**

10.0

In

Camera

- a) Legal-17 f)
- b) Legal-19 e)
- d) Legal-19 e)
- e) Legal-17 f)

- | | | |
|--------|-----------------------------------------------------------------------------------------------------------------------------------------------|------------------|
| #19-36 | Motion by Director Willcott to go in camera 2:44 p.m. | Carried. |
| #19-37 | Motion by Director Johnson to come out of camera 4:02 p.m. | Carried. |
| #19-38 | Motion by Director Willcott to refund the discussed patrons their pro-rated membership money back. | Defeated. |
| #19-39 | Motion by Director Johnson for Chair to write informal review of General Manager as discussed, and forward to Board for comment and approval. | Carried. |

11.0

Next

Meeting

Monday April 29 at 9:30 a.m. Regular Meeting.

12.0

Adjournment

Meeting adjourned by Chair Bilsky at 4:07 p.m.