

**Athabasca Regional Multiplex 2019  
Wednesday December 4, 2019 at 11:00 a.m.  
ARMS Combined Meeting Room**

**PRESENT:** Chair Rob Balay, Vice-Chair Christi Bilsky,  
Directors; Tannia Cherniwchan, Dave Pacholok,  
Travais Johnson, Larry Armfelt, Town of Athabasca CAO Rachel Ramey,  
General Manager Kelsea Brown, Administration Assistant Cheryl Ruthven

**1.0  
Call to Order** The meeting was called to order by Chair Balay at 10:59 a.m.

**2.0  
Approval of  
Agenda**

#19-190 Motion by Director Pacholok to approve the October 28, 2019, General Meeting agenda with the following amendment.  
add 10. d) Personnel

**Carried.**

**4.0  
Minutes of  
Previous  
Meeting**

#19-191 Motion by Director Cherniwchan to accept the October 28<sup>th</sup>, 2019 General Meeting minutes as presented.

**Carried.**

Direction for Administration to circulate draft meeting minutes sooner.

Director Johnson arrived at 11:07am.

**5.0  
Financial  
Reports**

**a) Income Statement**

**b) Cheque Registry**

**c) Electronic Payments**

**d) Credit Card**

General Manager Brown reviewed the Income statement, cheque registry, electronic payments and credit card reports.

#19-192 Motion by Director Bilsky to accept Income statement, cheque registry, electronic payments and credit card reports as presented as information.

**Carried.**

- Direction for Administration to
- investigate when head pumps stopped working
  - investigate Stetic invoices
  - in the New Year, bring forward the previous two months payables

**6.0  
Manager's  
Report**

- a) Facility Report**
- b) Aquatic Report**
- c) General Manager's Report**

#19-193

Motion by Director Cherniwchan to accept Facility Report, Aquatic Report and General Manager's Report as information.

**Carried.**

- Direction for Administration to
- investigate whether Chubb Security or ARMS owns the security equipment at the theatre and report to information to Rachel Ramey Town CEO
  - to be pro-active in informing public of closures
  - cost and time estimate to get lobby TV working
  - post sign regarding users who are ill, not to use hot tub
  - look into courses offered through Community Futures Tawatinaw

Chair Balay declared a recess at 12:00 p.m.  
Meeting was reconvened at 12:24 p.m.

**7.0  
Follow Up  
Business**

- a) Policies Discussion**
- i) 500-06**

Discussion to add minimum \$5 million liability.  
Direction for Administration to discuss with insurance company and bring to next meeting.

- c) MCCAC- Rec Program**

Direction for Administration to follow up and bring back information to next meeting.

- d) Multiplex Hours**

Direction for Administration to review 2018 and 2019 usage numbers and bring back to next meeting.

#19-194

Motion by Director Cherniwchan to change Remembrance Day hours for the public areas to be closed until 12 noon and to consult with the Royal Canadian Legion.

**Carried.**

**3.0  
Delegation**

Direction for Administration to find or write up Hockey debit machine agreement.

#19-195

Motion by Director Johnson for Administration to enter an agreement for the Royal LePage Kiosk keeping in mind no private advertising, no risk to multiplex, and not for profit advertising only allowed and negotiate cost for rental space.

**Carried.**

**b) Rate Review**

**i)EPC**

**ii) School**

#19 -196

Motion by Director Johnson for Chair and Administration to review rates as discussed and round up to the nearest dollar.

**Carried.**

**8.0  
New  
Business**

a) Cash Flow Projection

Direction for Administration to bring back revised rates to the 1<sup>st</sup> 2020 Budget meeting on December 18, 2019 at 10:00 a.m.

b) 2020 Budget

Discussion regarding fitness centre and pool school rates.

Direction for Administration to write a thank you letter to Alpac regarding the cost of the band and \$5000. Monetary donation for the Cocktails and Candy Cane Dinner and Dance.

**9.0  
Agenda  
Additions**

a)

**10.0  
In  
Camera**

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

Cheryl Ruthven left the meeting at 2:22 p.m.

#19-197

Motion by Director Pacholok to go in camera 2:22 p.m.

**Carried.**

#19-198 Motion by Director Johnson to come out of camera 3:00pm.

**Carried.**

#19-199 Motion by Director Armfelt for Administration to investigate the two selected candidates as discussed in camera, and to make the decision from that information and to enter into contract.

**Carried.**

**11.0**

**Next**

**Meeting**

Wednesday December 18,2029 at 10:00am budget meeting in the combined room.

**12.0**

**Adjournment**

Meeting adjourned by Chair Balay at 3:01pm.