

**Athabasca Regional Multiplex Society 2022
September 19, 2022
Combined Meeting Room**

PRESENT: Chair Dave Pacholok; Directors Ashtin Anderson, Rob Balay, Brian Hall (alternate), Jon LeMessurier; Athabasca County CAO Chris Parker, Athabasca County Interim CAO Frank Coutney, Town of Athabasca CAO Rachel Ramey; General Manager Rhonda Alix; Facility Manager Tim Wolfenber; and Administration Assistant Cheryl Ruthven.

ABSENT: Director Joe Gerlach
Director Natasha Kapitaniuk

**1.0
Call to Order** Chair Pacholok called the meeting to order at 9:31 a.m.

**2.0
Approval of
Agenda**

#22-103 Motion by Director Balay to approve the September 19, 2022, General Meeting agenda with the addition;

10. b) Section 27 (2) FOIP Act – Personnel

Motion Carried Unanimously.

**3.0
Minutes of
Previous
Meeting**

#22-104 Motion by Director Hall to amend August 29, 2022, General Meeting minutes by deleting the term Athabasca County Board members and Town of Athabasca Board members now and forever.

Motion Carried Unanimously.

#22-105 Motion by Director LeMessurier to accept the August 29, 2022 General Meeting minutes as amended.

Motion Carried Unanimously.

**4.0
Moment
Of Silence**

A moment of silence was held in honour of the late Queen Elizabeth II.

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**5.0
Financial
Report**

#22-106 Motion by Director Balay for Administration to bring forward signing authority policy to next meeting.

Motion Carried Unanimously.

Direction for Administration to bring back to the next meeting what date the CEWS payment was made.

#22-107 Motion by Director LeMessurier to accept the Financial reports as presented.

Motion Carried Unanimously.

**6.0
Manager
Reports**

Manager Alix discussed the General Manager's and Aquatic Supervisor's report.
Facility Manager Tim Wolfenbergl discussed the facility report.

#22-108 Motion by Director LeMessurier for Administration to bring back to the next meeting 3 specific programming and/or event ideas with actions and timeframe for the theatre and multiplex.

Motion Carried Unanimously.

#22-109 Motion by Director LeMessurier to accept the Manager's reports as information.

Motion Carried Unanimously.

Director Balay left at 10:35 a.m.
Director Balay returned at 10:37a.m.

Chair Pacholok declared a recess 10:56 a.m.
Meeting reconvened at 11:04 a.m.

**7.0
Follow-Up
Business**

a) Aquatic Centre Boiler update

Tek Mechanical to complete the hydrostatic test and repair work to Boiler #2 (failed boiler).
Startec contracted to complete the annual maintenance on Boiler #1.

#22-110 Motion by Director Anderson to accept the Aquatic Centre Boiler update as presented.

Motion Carried Unanimously.

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b) Insurance Claim Update

Discussion regarding the investigation report findings from the Intact Insurance claims representative.

Special Meeting to be held September 29, 2022 at 1:30 p.m. for further discussion.

#22-111 Motion by Director Anderson for Administration to bring back information regarding options for legal council on September 29, 2022.

Motion Carried Unanimously.

c) Canada Emergency Wage Subsidy (CEWS)

Direction for Administration to find any written information from previous management and professionals regarding applying for CEWS.

#22-112 Motion by Director Anderson to accept the CEWS information as presented.

Motion Carried Unanimously.

d) Metrix Year-End Audit

Metrix Group would like to hold a Special Board meeting to present the Financial Statements.

#22-113 Motion by Director LeMessurier to have Administration to confirm that Metrix can present the Year-End Financial Statements on September 29, 2022.

Motion Carried Unanimously.

e) Solar Project Update

#22-114 Motion by Director Anderson for Administration to negotiate a lease with the owners of the Athabasca Regional Multiplex Society property.

Motion Carried Unanimously.

Facility Manager Tim Wolfenberg left at 12:06 p.m. a.m.
Facility Manager Tim Wolfenberg returned at 12:08 p.m.

#22-115 Motion by Director Balay to bring Municipal Energy Manager Kevin Jacobs to the next meeting to provide more information so the Board can make a decision as to who should apply for the Solar GICB grant.

Motion Carried Unanimously.

#22-116 Motion by Director Balay for Administration to bring forward year end budget projection.

Motion Carried Unanimously.

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Chair Pacholok left at 12:18 p.m.
Chair Pacholok returned at 12:20 p.m.

#22-117 Motion by Director Hall for Administration to develop and present the Board with an emergency plan in the event of the boiler breakdown.

Motion Carried Unanimously.

**8.0
New
Business**

a) Tim's Ice Manufacturing Contract

Discussion regarding Tim's Ice Manufacturing contract to install, maintain and remove the curling ice.

#22-118 Motion by Director Balay to authorize Administration to sign the 2022-2023 season ice contract with Tim's Ice Manufacturing Ltd.

Motion Carried Unanimously.

b) Policy 100-002 General Regulations Governing Staff

Discussion and review of Policy 100-002 General Regulations Governing Staff.

#22-119 Motion by Director Anderson to bring the amended policy to next meeting.

Motion Carried Unanimously.

c) Policy 500-024 Naming Rights

Discussion and review of Policy 500-024 Naming Rights.

#22-120 Motion by Director Hall to bring the amended policy to next meeting.

Motion Carried Unanimously.

d) Policy 500-026 Lounge Rental Liquor Event

Athabasca County Interim CAO Frank Coutney left at 12:47 p.m. and did not return.
Athabasca County CAO Chris Parker left at 12:47 p.m. and did not return.

Discussion and review of Policy 500-026 Lounge Rental Liquor Event

#22-121 Motion by Director Hall to bring the amended policy to next meeting.

Motion Carried Unanimously.

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e) Event & Advertising Recruitment Update

Total advertising revenue sold in the Curling rink and/or Arena to date is approximately \$30,000.00. Administration is investigating future event opportunities.

#22-122 Motion by Director Hall to accept information as presented.

Motion Carried Unanimously.

f) Athabasca Minor Hockey Request

Administration was approached by ADMHA to retrofit the showers in the arena changerooms.

#22-123 Motion by Director Balay for Administration to respond to ADMHA, thank them for their letter, and let them know the Multiplex will unlock the fieldhouse dressing rooms that connect to the arena dressing rooms. The fieldhouse dressing rooms can act as a private shower area as they lock from the fieldhouse side. This is on a temporary basis until ADMHA can bring more information forward.

Motion Carried Unanimously.

**10.0
In
Camera**

a) Section 27 (1) FOIP Act – Privileged Information

b) Section 27 (2) FOIP Act – Personnel

#22-124 Motion by Director Balay to go in-camera at 1:08 p.m.

Motion Carried Unanimously.

General Manager Rhonda Alix, Facility Manager Tim Wolfenberg and Administrative Assistant Cheryl Ruthven left the meeting at 1:18 p.m.

General Manager Rhonda Alix, Facility Manager Tim Wolfenberg and Administrative Assistant Cheryl Ruthven returned to the meeting at 1:26 p.m.

#22-125 Motion by Director Balay to come out of camera at 1:26 p.m.

Motion Carried Unanimously.

#22-126 Motion by Director LeMessurier to give the Multiplex Manger the authority to sign off on the presented information.

Motion Carried Unanimously.

**12.0
Adjournment**

Meeting adjourned at 1:27 p.m.