

AGENDA

1. CALL TO ORDER
2. Land Acknowledgement

“The Athabasca Regional Multiplex is located on First Nations Treaty 6 territory. We respect and honour all First Nations, Metis and Inuit Peoples connection to these lands, their history, language and culture.”
3. Approval of Agenda
4. Meeting Minutes
 - a) Approval of December 16, 2024, minutes 2-5
 - b) Items arising from minutes
5. Financial Reports
 - a) Financial Statements 6-18
6. Manager Reports
 - a) General Manager, Facility Manager, and Aquatic Supervisor Reports 19-30
7. Follow up Business
 - a) Demographic Analysis 31-44
 - b) Strategic Planning Update 45-75
 - c) 2025 Capital Budget 76-102
8. New Business
9. Agenda Additions
10. In Camera
 - a) Section 27 (1) FOIP Act – Legal
 - b) Section 27 (1) FOIP Act – Privileged Information
 - c) Section 16 (1) FOIP Act – Business Interest from a Third Party
 - d) Section 17 (2)(e) FOIP Act - Personnel
11. Next Meeting
 - a) February 24, 2025
12. Adjournment

**Athabasca Regional Multiplex Society 2024
December 16, 2024
Combined Meeting Room**

PRESENT: Directors Ashtin Anderson, Camille Wallach, Darlene Reimer, Dave Pacholok, Jon LeMessurier, Natasha Kapitaniuk, Brian Hall (alternate).

General Manager Rhonda Alix, Facility Manager Tim Wolfenberg, Aquatic Supervisor Dylan Zilinski, Concession Supervisor Tim Festeryga and Administration Supervisor Cheryl Ruthven.

**MEMBER OF
THE PUBLIC:**

Town of Athabasca CAO Rachel Ramey.

1.0

Call to Order Chair Anderson called the meeting to order at 9:36 a.m.

2.0

**Land
Acknowledgement**

Chair Anderson read the Land Acknowledgement: "The Athabasca Regional Multiplex is located on First Nations Treaty 6 territory. We respect and honour all First Nations, Metis and Inuit Peoples connection to these lands, their history, language and culture.

3.0

**Approval of
Agenda**

#24-144 Motion by Director LeMessurier to approve the December 16, 2024, General Meeting agenda with the following addition:

11c) Section 24 (1) FOIP Act – Privileged Information

Motion Carried Unanimously.

4.0

Delegation

a) RC Strategies

RC Strategies completed the draft of the ARMS Strategic Plan. Michael Roma from RC Strategies presented the plan to the Board via Zoom.

Director Natasha Kapitaniuk arrived at the meeting at 9:47 a.m.

Concession Supervisor Tim Festeryga arrived at the meeting at 9:58 a.m.

Chair Anderson declared a recess at 10:15 a.m.
Meeting reconvened at 10:30 a.m.

**Athabasca Regional Multiplex Society 2024
December 16, 2024
Combined Meeting Room**

**5.0
Minutes of
Previous
Meeting**

- a) Approval of November 18, 2024, General Meeting Minutes

#24-145 Motion by Director Pacholok to approve the November 18, 2024, General Meeting minutes as presented.

Motion Carried Unanimously.

**6.0
Financial
Report**

- a) Financial Statement

General Manager Alix presented the Financial Statements as of November 30, 2024.

#24-146 Motion by Director Pacholok to accept the financial information as presented.

Motion Carried Unanimously.

Concession Supervisor Tim Festeryga left the meeting at 10:47 a.m. and did not return.

Director Kapitaniuk left the meeting at 11:28 a.m. and returned at 11:30 a.m.

**7.0
Manager
Reports**

- a) General Manager, Facility Manager, and Aquatic and Concession Supervisor Reports

General Manager Rhonda Alix discussed the General Manager's report and the Concession Supervisor Report.

Facility Manager Tim Wolfenberg discussed the Facility Manager's report.

Aquatic Supervisor Dylan Zilinski discussed the Aquatic Supervisor's report.

#24-147 Motion by Director Kapitaniuk to accept the reports as presented.

Motion Carried Unanimously.

**Athabasca Regional Multiplex Society 2024
December 16, 2024
Combined Meeting Room**

**8.0
Follow up
Business**

- a) Strategic Planning Update

#24-148

Motion by Director Wallach to table the discussion until the next meeting.

Motion Carried Unanimously.

Chair Anderson declared a recess at 11:34 a.m.
Meeting reconvened at 11:45 a.m.

**9.0
New
Business**

- a) Aspen View Agreement

#24-149

Motion by Director LeMessurier to approve the Aspen View Agreement as amended.

Motion Carried Unanimously.

- b) RFP Bylaws Evaluation & Rewrite

Administration created an RFP for a consultant and to evaluate and rewrite the ARMS Bylaws. Closing date is January 17, 2025. Administration will bring back the quotations to our January 27, 2025 Board Meeting.

#24-150

Motion by Director Reimer to accept information as presented.

Motion Carried Unanimously.

- c) Fitness Classes with Equipment

Starting in 2025, fitness classes with equipment will have a fee of \$5.00 for Patron's with active memberships and \$13.23 for Patron's without memberships. These fees will help cover the instructor's compensation and offset revenue losses due to no-shows.

#24-151

Motion by Director Kapitaniuk to accept information as presented.

Motion Carried Unanimously.

- d) DRAFT Audio Meeting Recording Policy

Administration proposes implementing an audio recording policy for ARMS Board meetings to enhance the accuracy of the meeting minutes. To reduce the need for amendments and ensure clarity in minute-taking, it would be beneficial to listen to an audio recording of the meeting to clarify any wording or details.

#24-152

Motion by Director Pacholok to adopt the DRAFT Audio Meeting Recording Policy 500-039 as presented.

Motion Carried Unanimously.

**Athabasca Regional Multiplex Society 2024
December 16, 2024
Combined Meeting Room**

Member of the Public and Aquatics Supervisor Dylan Zilinski left the meeting at 12:21 p.m. and did not return.

**11.0
In Camera**

- a) Section 27 (1) FOIP Act – Legal
- b) Section 24 (1) FOIP Act – Privileged Information
- c) Section 24 (1) FOIP Act – Privileged Information

#24-153 Motion by Director Wallach to go in camera at 12:22 p.m.

Motion Carried Unanimously.

Director Wallach left the meeting at 12:41 p.m. and did not return.

#24-154 Motion by Director Reimer to come out of camera at 12:51 p.m.

Motion Carried Unanimously.

11c)

#24-155 Motion by Director Pacholok that the Board uphold the suspension as originally decided by the General Manager.

Motion Carried Unanimously.

**12.0
Next
Meeting**

Next meeting January 27, 2025, at 9:30 a.m.

**13.0
Adjournment**

Meeting adjourned at 12:52 p.m.

From: Rhonda Alix, General Manager
To: ARMS Board
Date: January 27, 2025
Subject: Financial Statements

Overview

- We have completed the DRAFT December 31, 2024, Financial Statements.

Attachments

- December 31, 2024, DRAFT Balance Sheet & Income Statement with Concession Report
- December 2024, Cheque & Direct Deposit Logs
- Carbon Tax paid in 2023 & 2024

Discussion

- Attached are the amounts we paid in Carbon Tax in 2023 and 2024
 - The total Carbon Tax paid in 2024 was \$82,900.46
- Attached are the DRAFT Financial Statements for 2024
 - The largest underachieved revenue accounts are:
 - School Rentals, Concession and Grant Revenues
 - The largest overspent expense accounts are:
 - Wages, Natural Gas, and Vehicle Repairs
 - Net Income after reserve allocations:
 - \$235,855.58
 - The following are changes to be made to the DRAFT Financial Statements:
 - Year-end adjustments
 - Inventory adjustments
 - Waste log inventory for the Concession
 - Wage adjustments
 - Revenue adjustment
 - Additional vending machine revenue to be added from Stiles Coin Machines from 2024 (approx. \$5,000)
 - Insurance invoice
 - November and December amounts as we have not received the Invoice from the Athabasca County (approx. \$12,000)

- Water invoice
 - December amounts as we have not received the Invoice from the Town of Athabasca (approx. \$8,000)
- Reserve amount adjustment
 - \$40,000.00
- Other expenses

Balances as of December 31, 2024:

General Bank balance:

- \$268,657.69
 - Including CFEP Grant - \$125,000.00

Not included in the bank balance above:

- Athabasca County Solar PV - \$251,558.20

ARMS Reserve balances:

- Operating Reserve Fund - \$142,586.16
- Capital Reserve Fund - \$386,078.68

Recommendation

- Motion to accept the information as presented.



General Manager – Rhonda Alix

Athabasca Regional Multiplex Society

Balance Sheet As at Dec 31, 2024

ASSET

Total Cash	256,820.92
Operating Reserve	142,586.16
Capital Reserve	386,078.68
Athabasca County Solar PV	251,558.20
Accounts Receivable	89,618.91
Inventory	26,028.55
GST Receivable	21,120.98
Prepaid Expenses	5,481.68
TOTAL ASSET	1,179,294.08

LIABILITY

Accounts Payable	139,536.78
Payroll Accrual	25,989.17
Total Employee Payable	25,989.17
Accrued Liabilities	1,786.78
GST Payable	11,816.38
Total GST	11,816.38
Capital Requisition - current year	136,517.00
Athabasca County Solar PV	251,558.20
Deferred Revenue	1,861.11
TOTAL LIABILITY	569,065.42

EQUITY

Retained Earnings	374,373.08
Current Earnings	235,855.58
TOTAL EQUITY	610,228.66

LIABILITIES AND EQUITY	1,179,294.08
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Athabasca Regional Multiplex Society
Comparative Income Statement
Including the Concession

	Actual Jan 01, 2024 to December 31, 2024	Budget Jan 01, 2024 to Dec 31, 2024	Percent	Difference
REVENUE				
Sale of Goods	4,792.55	3,500.00	136.93%	1,292.55
Memberships	513,662.33	511,750.00	100.37%	1,912.33
School Rentals	52,319.52	72,650.00	72.02%	-20,330.48
User Group Rentals	247,332.84	248,175.00	99.66%	-842.16
General Rentals	85,638.10	85,200.00	100.51%	438.10
Liquor Sales	6,545.67	6,500.00	100.70%	45.67
Food Sales	373,190.07	390,000.00	95.69%	-16,809.93
Vending Machine Income	14,559.57	17,000.00	85.64%	-2,440.43
Program Revenue	80,829.18	88,500.00	91.33%	-7,670.82
Lease Revenue	24,214.38	23,908.10	101.28%	306.28
Advertising Revenue	57,708.21	61,000.00	94.60%	-3,291.79
Interest Income	34,952.72	10,000.00	349.53%	24,952.72
Grant Revenue	22,057.00	64,000.00	34.46%	-41,943.00
Other Revenue	1,023.36	2,000.00	51.17%	-976.64
TOTAL REVENUE	1,518,825.50	1,584,183.10	95.87%	-65,357.60
EXPENSE				
Salary	1,449,288.14	1,434,500.00	101.03%	14,788.14
LAPP, CPP, EI, Manulife, WCB, Employee	312,602.87	304,600.00	102.63%	8,002.87
Recognition	3,295.16	3,500.00	94.15%	-204.84
Uniforms	1,696.77	2,500.00	67.87%	-803.23
Travel & Subsistence	3,734.79	3,750.00	99.59%	-15.21
Professional Development	16,656.58	16,000.00	104.10%	656.58
Advertising & Promotions	7,854.10	8,000.00	98.18%	-145.90
Contracted Services	90,211.15	93,500.00	96.48%	-3,288.85
Professional Fees	22,750.38	20,000.00	113.75%	2,750.38
Insurance	72,668.72	78,000.00	93.17%	-5,331.28
Bank & Interest Charges	8,350.59	8,500.00	98.24%	-149.41
Donations Expense	7,354.79	7,000.00	105.07%	354.79
Office Supplies	20,456.58	21,000.00	97.41%	-543.42
Telephone	12,064.65	11,840.00	101.90%	224.65
Natural Gas	258,688.47	213,000.00	121.45%	45,688.47
Electricity	324,550.34	455,000.00	71.33%	-130,449.66
Water	74,773.31	79,000.00	94.65%	-4,226.69
Food & Beverage	197,359.67	200,000.00	98.68%	-2,640.33
Vehicle Fuel & Oil	5,831.67	7,700.00	75.74%	-1,868.33
Vehicle Repairs & Maintenance	18,860.35	9,750.00	193.44%	9,110.35
Outdoor Maintenance	23,924.17	27,000.00	88.61%	-3,075.83
Building Repairs	75,226.77	88,100.00	85.39%	-12,873.23
Equipment Repairs & Maintenance	130,440.92	135,500.00	96.27%	-5,059.08
Supplies	79,594.24	86,250.00	92.28%	-6,655.76
Janitorial Supplies	32,940.98	33,350.00	98.77%	-409.02
Program Supplies	22,554.21	24,000.00	93.98%	-1,445.79
Ice Plant Supplies	27,523.07	29,000.00	94.91%	-1,476.93
Safety Supplies	11,716.48	15,250.00	76.83%	-3,533.52
TOTAL EXPENSE	3,312,969.92	3,415,590.00	97.00%	-102,620.08
NET INCOME	-1,794,144.42	-1,831,406.90	97.97%	37,262.48
Town of Athabasca Requisition	940,000.00	940,000.00	100.00%	
Athabasca County Requisition	940,000.00	940,000.00	100.00%	
NET INCOME AFTER REQUISITIONS	85,855.58	48,593.10		
Reserve		40,000.00		
CFEP Grant	125,000.00	0.00		
ALPAC	25,000.00	0.00		
NET INCOME AFTER RESERVE	235,855.58	8,593.10		
ALLOCATION				

Athabasca Regional Multiplex Society
Income Statement
Concession

	January 1 - 31	February 1 - 29	March 1 - 31	April 1 - 30	May 1 - 31	June 1 - 30	July
REVENUE							
General Rentals		520.00	260.00			584.00	
Liquor Sales				6,035.35		510.32	
Food Sales	36,529.09	34,070.02	41,503.32	36,348.24	16,706.28	56,519.79	
TOTAL REVENUE	36,529.09	34,590.02	41,763.32	42,383.59	16,706.28	57,614.11	
EXPENSE							
Salary	10,783.12	16,260.22	17,643.56	13,196.69	11,819.57	14,933.14	
LAPP, CPP, EI, Manulife, WCB	641.44	992.55	888.61	735.08	656.88	782.43	
Uniforms							
Office Supplies		173.80	387.19	200.00			
Food & Beverage							
Opening Inventory	\$ 24,504.00	\$ 20,667.00	\$ 28,059.00	\$ 25,792.31	\$ 22,258.72	\$ 29,212.27	\$ 28,678.02
Plus: Purchases	\$ 21,138.00	\$ 23,389.00	\$ 17,591.24	\$ 17,005.34	\$ 17,206.40	\$ 22,703.52	\$ 553.62
Minus: Inventory on Hand	\$ 20,667.00	\$ 28,059.00	\$ 25,792.31	\$ 22,258.72	\$ 29,212.27	\$ 28,678.02	\$ 24,479.52
COGS	24,975.00	15,997.00	19,857.93	20,538.93	10,252.85	23,237.77	
Building Repairs							
Equipment Repairs & Maintenance	525.96	1,193.41	2,973.65	3,302.45	425.96	1,689.55	
Supplies	2,335.53	2,560.36	1,930.92	1,209.67	2,023.62	2,158.59	
Janitorial Supplies					29.1		
Safety Supplies						925.35	
Capital Expenses							
TOTAL EXPENSE	39,261.05	37,177.34	43,681.86	39,182.82	25,207.98	43,726.83	
NET INCOME	(2,731.96)	(2,587.32)	(1,918.54)	3,200.77	(8,501.70)	13,887.28	

**Athabasca Regional Mu
Income Statement
Concession**

	1 -31	August 1 - 31	September 1 - 30	October 1 - 31	November 1 - 30	December 1 - 31	Total	
REVENUE								
General Rentals				220.00	168.00	536.00	2,288.00	
Liquor Sales							6,545.67	
Food Sales	5,240.07	2,670.00	15,276.52	64,659.21	33,173.38	30,494.15	373,190.07	
TOTAL REVENUE	5,240.07	2,670.00	15,276.52	64,879.21	33,341.38	31,030.15	382,023.74	
EXPENSE								
Salary	5,691.64	5,727.87	9,523.89	12,260.75	18,163.22	11,948.66	147,952.33	
LAPP, CPP, EI, Manulife, WCB	423.74	438.19	608.77	712.44	661.69	575.97	8,117.79	
Uniforms				80.00		48.78	128.78	
Office Supplies	116.74						877.73	
Food & Beverage							-	
Opening Inventory	\$	24,479.52	\$	24,073.66	\$	27,131.22	\$	26,482.63
Plus: Purchases	\$	2,469.37	\$	11,993.47	\$	40,953.16	\$	13,592.48
Minus: Inventory on Hand	\$	24,073.66	\$	24,620.76	\$	27,131.22	\$	26,482.63
COGS	4,752.12	2,875.23	11,446.37	38,442.70	14,241.07	10,742.70	197,359.67	
Building Repairs							-	
Equipment Repairs & Maintenance	1,845.96	425.96	425.96	634.60	1,075.25	436.16	14,954.87	
Supplies			488.06	2,220.35	1,071.56	1,535.42	17,534.08	
Janitorial Supplies			379.68	181.93			590.71	
Safety Supplies				579.44			1,504.79	
Capital Expenses							-	
TOTAL EXPENSE	12,830.20	9,467.25	22,872.73	55,112.21	35,212.79	25,287.69	389,020.75	
NET INCOME	(7,590.13)	(6,797.25)	(7,596.21)	9,767.00	(1,871.41)	5,742.46	(6,997.01)	

Athabasca Regional Multiplex Society Capital Projects Breakdown

January 1 to December 31, 2024

REVENUE

Town of Athabasca Capital Requisition	\$	95,000.00
Athabasca County Capital Requisition	\$	95,000.00
TOTAL REVENUE	\$	190,000.00

EXPENSE

		Difference
Fire System Repairs	\$ 8,000.00	\$ -
Duct Cleaning	\$ 12,124.00	\$ 2,876.00
Curtains x 4 (2 black & 2 white)	\$ 19,859.00	\$ 141.00
Fieldhouse Floor Repairs + pickle ball lines		Outstanding as project did not get completed with satisfactory work. \$16,000.00
Roof Repairs - yearly maintenance	\$ 6,500.00	\$ -
PA Amplifier x2/repair costs for PA system	\$ 7,000.00	\$ -

TOTAL EXPENSES AND ASSET ALLOCATION

\$ 53,483.00

TOTAL CAPITAL REVENUE REMAINING

\$ 136,517.00

Transfer to Reserve Fund

\$ 117,500.00

Left

\$ 19,017.00

Projects left to complete in 2025

\$ 16,000.00

Transfer to Reserve Fund

\$ 3,017.00

Athabasca Regional Multiplex Amended 2024 Capital Budget

Costs do not include GST

Priority	Item Description	Area	Building or Operational	Total Cost	Potential Grant Rebate**	Multiplex Cost	Actual Cost	Approved / Removed
	2023 Capital Projects							
	Grant Projects							
1	Solar PV with 4 Boilers (rebate 80% of total costs-not incl GST) **Note: we will have to pay total costs upfront, after the project is completed, we will submit the rebate application	All Sections of the Multiplex	Building	\$ 1,461,082.00	\$ 1,168,865.60	\$ 292,216.40	\$ -	Approved in 2023
1	4 Boiler Cost - DEE-Jay Plumbing & Heating		Building	\$ 1,045,000.00	\$ 836,000.00	\$ 209,000.00	\$ -	
1	Consulting Fee - Reimagine		Building	\$ 9,500.00	\$ 7,600.00	\$ 1,900.00	\$ 9,500.00	Expensed in 2023
	Total Solar PV with 4 Boilers Grant Project			\$ 2,515,582.00	\$ 2,012,465.60	\$ 503,116.40		
2023	1/2 allocated to the Town of Athabasca and Athabasca County					\$ 251,558.20		
2024	Capital Reserve Fund Allocation					\$ 117,500.00		
	Proposed 2024 Capital Projects							
1	Fieldhouse Floor Repairs + pickle ball lines	Fieldhouse	Building	\$ 16,000.00		\$ 16,000.00		
1	Roof Repairs - yearly maintenance	All roof sections	Building	\$ 6,500.00		\$ 6,500.00	\$ 6,500.00	Completed
1	Duct Cleaning	Multiplex Ducts	Building	\$ 15,000.00		\$ 15,000.00	\$ 12,124.00	Completed
1	Fire System Repairs	Theatre	Building	\$ 8,000.00		\$ 8,000.00	\$ 8,000.00	Completed
1	Wheelchair accessible doors	Multiplex - Aquatic Centre	Building	\$ 10,000.00	\$ 10,000.00	\$ -	\$ -	Completed
	Building Capital Subtotal			\$ 55,500.00	\$ 10,000.00	\$ 45,500.00		
1	PA Amplifier x2/repair costs for PA system	Common Areas	Operational	\$ 7,000.00		\$ 7,000.00	\$ 7,000.00	Completed
1	Curtains x 4 (2 black & 2 white)	Theatre	Operational	\$ 20,000.00		\$ 20,000.00	\$ 19,859.00	Completed
	Operational Capital Subtotal			\$ 27,000.00	\$ -	\$ 27,000.00		
	Total Capital Projects Costs in 2024			\$ 82,500.00	\$ 10,000.00	\$ 190,000.00		
2024	1/2 allocated to the Town of Athabasca and Athabasca County			\$ 41,250.00		\$ 95,000.00	\$ 53,483.00	

*Approved at the November 20, 2023 meeting

*Amended at the January 15, 2024 meeting

**Athabasca Regional Multiplex Society
Interest Breakdown**

January 1 to December 31, 2024

Account

Interest Revenue

Regular Account	\$ 20,131.89	Interest Paid	Opening Balance	Closing Balance at year end
Operating Reserve	\$ 5,086.16		\$ 137,500.00	\$ 142,586.16
Capital Reserve	\$ 9,734.68		\$ 258,844.00	\$ 386,078.68
Athabasca County Solar PV Account		\$ 8,227.78	\$ 251,558.19	\$ 251,558.19

Total Interest Revenue	\$ 34,952.73	\$ 8,227.78
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Athabasca Regional Multiplex Society
Cheque Log for 1010 General Bank from Dec 01, 2024 to Dec 31, 2024

Cheque No.	Cheque Type	Payee	Amount	Cheque Date
3416	Payment	Pepsico Canada	517.55	Dec 06, 2024
3417	Payment	Canadian Tire	124.75	Dec 06, 2024
3418	Payment	Tipton's YIG	143.25	Dec 20, 2024
3419	Payment	Cheap Seats	1,076.25	Dec 20, 2024
3420	Payment	Pepsico Canada	1,015.24	Dec 20, 2024
3421	Payment	Reid's Roofing & Insulation	367.50	Dec 20, 2024

Athabasca Regional Multiplex Society
Direct Deposit Log Dec 01, 2024 to Dec 31, 2024

Direct Deposit No.	Transaction Type	Payee	Transaction Date	Amount
VP1505	Payment	QSD Custom Manufacturing Inc.	Dec 02, 2024	10,425.97
VP1532	Payment	ATB Mastercard	Dec 02, 2024	268.74
VP1531	Payment	ATB Mastercard	Dec 03, 2024	2,370.61
DD-5320	Payment	Receiver General	Dec 06, 2024	1.59
VP1507	Payment	Receiver General	Dec 06, 2024	147.12
VP1508	Payment	Van Houtte Coffee Services Inc.	Dec 06, 2024	476.33
VP1509	Payment	Sysco Canada	Dec 06, 2024	2,914.28
VP1510	Payment	Sysco Canada	Dec 06, 2024	164.84
VP1511	Payment	Sysco Canada	Dec 06, 2024	2,026.71
VP1512	Payment	Sysco Canada	Dec 06, 2024	134.71
VP1513	Payment	Great West Media	Dec 06, 2024	303.45
VP1514	Payment	Great Canadian Dollar Store	Dec 06, 2024	16.28
VP1515	Payment	Athabasca Regional Waste Mgmt Services Comm.	Dec 06, 2024	517.65
VP1516	Payment	Kelly Gilligan	Dec 06, 2024	315.00
VP1517	Payment	AEDARSA	Dec 06, 2024	328.65
VP1518	Payment	Marmak Information Services	Dec 06, 2024	873.60
VP1519	Payment	Canadian Linen & Uniform Service	Dec 06, 2024	157.20
VP1520	Payment	HMFT Inc.	Dec 06, 2024	1,605.05
VP1521	Payment	Royal Caretaking Supplies Inc.	Dec 06, 2024	3,255.35
VP1522	Payment	Startec Service	Dec 06, 2024	1,637.21
VP1523	Payment	Athabasca Home Hardware	Dec 06, 2024	126.74
VP1524	Payment	Gregg Distributors LP	Dec 06, 2024	260.76
VP1525	Payment	FastSigns of Athabasca	Dec 06, 2024	360.16
VP1526	Payment	Grimshaw Trucking LP.	Dec 06, 2024	960.03
VP1527	Payment	The Hanlyman	Dec 06, 2024	1,215.37
VP1528	Payment	[REDACTED]	Dec 06, 2024	174.99
VP1529	Payment	Town of Athabasca	Dec 06, 2024	16,098.63
VP1530	Payment	[REDACTED]	Dec 06, 2024	200.00
DD-2450	Payment	Receiver General	Dec 12, 2024	13.07
DD-2555	Payment	Local Authorities Pension Plan	Dec 13, 2024	5,876.97
DD-2556	Payment	Receiver General	Dec 13, 2024	13,281.03
DD-2557	Payment	Manulife Financial Group Benefits	Dec 13, 2024	9,906.26
VP1533	Payment	[REDACTED]	Dec 13, 2024	182.00
VP1534	Payment	Alberta Municipalities Services Corporation	Dec 13, 2024	62,481.55
VP1535	Payment	Tim's Ice Manufacturing Ltd.	Dec 20, 2024	2,821.88
VP1536	Payment	Industrial Machine Inc.	Dec 20, 2024	141.75
VP1538	Payment	Canadian Tire	Dec 20, 2024	76.59
VP1539	Payment	Canadian Linen & Uniform Service	Dec 20, 2024	157.20
VP1540	Payment	Athabasca Automotive	Dec 20, 2024	35.76
VP1541	Payment	Athabasca Home Hardware	Dec 20, 2024	34.51
VP1542	Payment	Sysco Canada	Dec 20, 2024	2,440.33
VP1543	Payment	Sysco Canada	Dec 20, 2024	892.11
VP1544	Payment	Sysco Canada	Dec 20, 2024	350.50
VP1545	Payment	Sysco Canada	Dec 20, 2024	1,923.60
VP1546	Payment	Gordon Food Service Canada Ltd.	Dec 20, 2024	15.68
VP1547	Payment	Gordon Food Service Canada Ltd.	Dec 20, 2024	1,308.74
VP1548	Payment	Gordon Food Service Canada Ltd.	Dec 20, 2024	1,232.31
VP1549	Payment	Van Houtte Coffee Services Inc.	Dec 20, 2024	105.00
VP1550	Payment	Bell Canada	Dec 20, 2024	138.97
VP1551	Payment	The Wristband Man Inc.	Dec 20, 2024	1,588.03
VP1552	Payment	Russell Hendrix Food Service	Dec 20, 2024	409.36

Athabasca Regional Multiplex Society
Direct Deposit Log Dec 01, 2024 to Dec 31, 2024

VP1553	Payment	Kendra Jodry	Dec 20, 2024	180.00
VP1554	Payment	Stonefish Rentals	Dec 20, 2024	454.95
VP1555	Payment	Polarscapes	Dec 20, 2024	1,092.00
VP1556	Payment	Royal Caretaking Supplies Inc.	Dec 20, 2024	1,339.17
VP1557	Payment	HMFT Inc.	Dec 20, 2024	7,695.70
VP1558	Payment	RC Strategies Inc.	Dec 20, 2024	2,756.25
VP1559	Payment	Great West Media	Dec 20, 2024	92.40
VP1560	Payment	Allegion Canada Access Inc.	Dec 20, 2024	993.30
DD-2613	Payment	Local Authorities Pension Plan	Dec 27, 2024	5,876.97
DD-2614	Payment	Receiver General	Dec 27, 2024	12,652.07
VP2600	Payment	Receiver General	Dec 31, 2024	10.15

**Athabasca Regional Multiplex Society
Carbon Tax Paid on Utilities**

2023 Carbon Tax Fees Paid on Utilities

	Multiplex	Theatre	Total Carbon Tax Paid
Date	Gas	Gas	
1-Jan	\$ 9,729.35	\$ 739.50	\$ 10,468.85
1-Feb	\$ 5,818.91	\$ 253.14	\$ 6,072.05
1-Mar	\$ 7,244.64	\$ 339.23	\$ 7,583.87
1-Apr	\$ 5,457.01	\$ 212.99	\$ 5,670.00
1-May	\$ 2,777.38	\$ 49.51	\$ 2,826.89
1-Jun	\$ 2,030.15	\$ 16.71	\$ 2,046.86
1-Jul	\$ 1,121.79	\$ (16.71)	\$ 1,105.08
1-Aug	\$ 1,751.04	\$ -	\$ 1,751.04
1-Sep	\$ 5,113.13	\$ 165.12	\$ 5,278.25
1-Oct	\$ 2,781.37	\$ -	\$ 2,781.37
1-Nov	\$ 8,239.83	\$ 374.50	\$ 8,614.33
1-Dec	\$ 12,741.77	\$ 392.40	\$ 13,134.17
Total	\$ 64,806.37	\$ 2,526.39	\$ 67,332.76

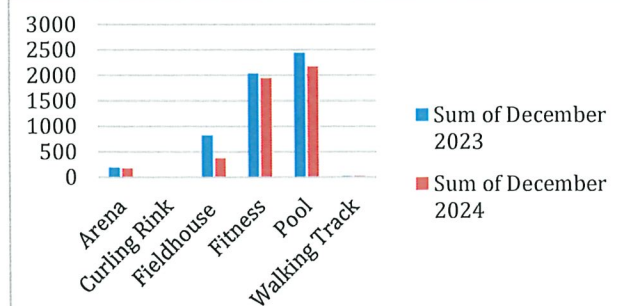
2024 Carbon Tax Fees Paid on Utilities

	Multiplex	Theatre	Total Carbon Tax Paid
Date	Gas	Gas	
1-Jan	\$ 9,422.77	\$ 185.78	\$ 9,608.55
1-Feb	\$ 9,131.66	\$ 209.97	\$ 9,341.63
1-Mar	\$ 9,174.44	\$ 223.98	\$ 9,398.42
1-Apr	\$ 7,750.87	\$ 120.90	\$ 7,871.77
1-May	\$ 6,032.50	\$ 45.62	\$ 6,078.12
1-Jun	\$ 5,360.96	\$ 41.44	\$ 5,402.40
1-Jul	\$ 2,060.23	\$ 0.82	\$ 2,061.05
1-Aug	\$ 2,472.08	\$ -	\$ 2,472.08
1-Sep	\$ 3,636.47	\$ -	\$ 3,636.47
1-Oct	\$ 5,768.58	\$ 66.75	\$ 5,835.33
1-Nov	\$ 9,440.80	\$ 183.01	\$ 9,623.81
1-Dec	\$ 11,327.82	\$ 243.01	\$ 11,570.83
Total	\$ 81,579.18	\$ 1,321.28	\$ 82,900.46

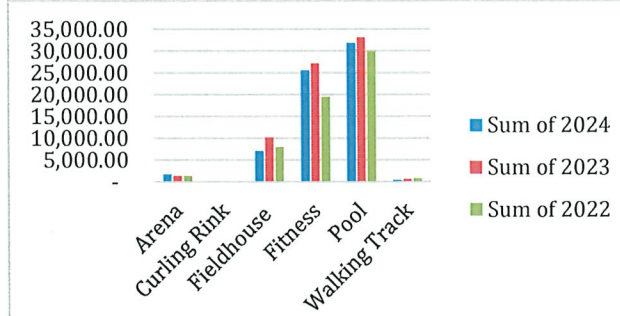
Attendance

December 2024 Analysis

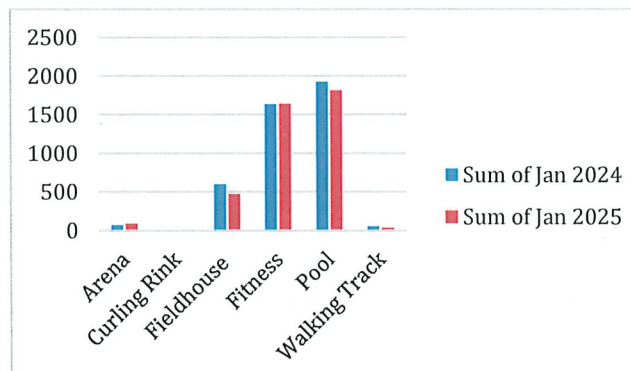
Row Labels	December 2023	December 2024
Arena	191	171
Curling Rink	8	10
Fieldhouse	821	369
Fitness	2033	1944
Pool	2437	2166
Walking Track	23	24
Grand Total	5513	4684

December 2024 Daily Average = 1672022, 2023 & 2024 Yearly Totals

Row Labels	2024	2023	2022
Arena	1,737	1,386	1,348
Curling Rink	17	84	45
Fieldhouse	7,124	10,168	7,963
Fitness	25,615	27,131	19,381
Pool	31,798	33,090	29,902
Walking Track	389	610	763
Grand Total	66,680	72,469	59,402

January 1 – 23, 2025 Analysis

Row Labels	Jan 2024	Jan 2025
Arena	72	86
Curling Rink	0	0
Fieldhouse	598	469
Fitness	1631	1640
Pool	1922	1813
Walking Track	52	34
Grand Total	4275	4042

January 1 to 23, 2025 Daily Average = 184

General / Meetings

- January 7th – Monthly meeting with the Curling Club.
- January 8th – Meeting with the Pucks for Paws organizers.
- January 13th & 14th, 2025 – Dylan, Nicole and I attended the Applied Suicide Intervention Skills Training (ASIST) which was a free two-day interactive workshop in suicide first aid. ASIST teaches participants to recognize when someone may have thoughts of suicide and work with them to create a plan that will support their immediate safety.
- January 22nd – Athabasca University Convocation Meeting with the events team at the Athabasca University. Convocation is June 5th and 6th at the Multiplex.
- January 22nd – Meeting with the ADMHA Provincial Committee.

GST / Tax Holiday Tax Break

- The Government of Canada has announced a proposed measure to provide GST/HST relief on certain items beginning December 14, 2024, and ending February 15, 2025.

What to do as a business that charges the GST/HST:

- We have removed the GST from all items at the Concession, Vending Machines and Diapers from December 14th to February 15th, 2025.

Movies

- We Played Elf on December 20th at the Theatre.
 - 30 tickets were sold and \$110 at the Concession
- We played Inside Out 2 and Top Gun Maverick at the Theatre on January 12th.
 - Inside Out 2
 - 36 tickets sold and \$170 at the Concession
 - Top Gun
 - 13 tickets sold and \$38 at the Concession
- We made a small profit on the December and January movies.

Arena

- ADMHA and Skating Club are utilizing the arena for evening practices.
- EPC Hockey Academy is on ice every other school day from 12:15pm to 3:00pm.
- REC Hockey teams are practicing and playing games.
- ADMHA blocks Friday night to Sunday afternoon's ice times excluding the early morning REC hockey and Pond Hockey times.
- Pond Hockey practices every Saturday.
- January 11th - St. Albert Comets VS Sherwood Park Renegades.
- January 25th – Sting Hockey Game.
- February 2nd - Sting Hockey Game.
- February 8th & 9th - AFSC Hockey Tournament & Tentative Bonspiel.
- March 20th to 23rd - ADMHA U15 C Provincial Championships.
- March 28th & 29th - Pucks for Paws second annual tournament.

Curling Rink

- The Curling Club's regular season started on October 15th.
 - They have one evening draw Monday through Thursday and an adult league draw on Thursday afternoons.
 - The Little Rocks Program started on January 6th.
 - Junior Curling is on hold for the remainder of the season.
- The Home School group has rented the Curling Rink in January.

- The Curling Club is planning 3 bonspiels in the new year.
 - January 24th to 26th – Modified Mixed Bonspiel.
 - February 21st to 23rd – Men's Bonspiel.
 - February 28th to March 2nd – Ladies Bonspiel.

Fieldhouse

- Athabasca Homeschool group has rented the Fieldhouse every Tuesday from 1pm to 2:30pm.
- February 5th & 6th - Farm Women's Conference.
- February 15th - Farmer's Market.
- March 1st - Farmer's Market.
- March 6th to 9th - Tentative Trade/Firearm Show.
- March 15th - Farmer's Market.
- March 20th to 23rd - ADMHA U15 C Provincial Championships.
- March 29th - Farmer's Market.

Theatre

- January 12th - Multiplex Movie Night.
- January 25th - Athabasca Ukrainian Dance Winter Performance.
- February 8th - BRAS Performance.
- February 9th - Multiplex Movie Night.
- February 14th - Flips Movie Night.
- March 8th - Heartwood Folk Club Performance.
- March 9th - Multiplex Movie Night.
- March 14th - Heartwood Folk Club Performance.
- March 16th - Jimmy the Janitor Performance.
- March 28th - Athabasca Dance Movie Night.

Meeting Rooms

- January 27th – 31st - Athabasca County Training.
- February 5th - Athabasca District Chambers AGM.
- February 6th - Athabasca Soccer AGM.
- February 11th - Athabasca Minor Ball AGM.
- February 27th - Aspen PCN AGM.
- March 20th to 23rd - ADMHA U15 C Provincial Championships.

Aquatic Centre

- February 15th - Fortis Free Family Swim from 3pm to 5pm.
- February 17th - Value Drug Mart Free Family Swim from 3pm to 5pm.

Respectfully submitted,



Rhonda Alix,
General Manager

Thank you

The Athabasca Regional Multiplex Society would like to extend our heartfelt gratitude for the generous grant support we have received throughout 2024 for the Multiplex and Theatre. These vital grants will enable us to enhance the services and facilities that play a crucial role in benefiting our community. We are deeply thankful to the following organizations for their unwavering support and for approving our projects and activities:

Projects or Activities at the Athabasca Regional Multiplex

- Alberta Pacific Forest Industries Inc. (ALPAC) Community Enhancement Program: \$25,000.00
- Fortis Alberta Save Energy Grant: \$7,500.00
- Government of Alberta
 - Active Communities Grant: \$139,745.00
 - Community Facility Enhancement Program: \$125,000.00
 - Every Kid Can Play Program: \$12,500.00
- Government of Canada Summer Jobs Grant: \$9,557.00

Projects at the Nancy Appleby Theatre

- Kingston Midstream Community Investment Program: \$4,300.00

Your support has been instrumental in enabling us to continue our mission of providing high-quality recreational and cultural experiences to our community. We are excited about the continued growth and success of these important spaces, and we look forward to seeing the lasting impact these grants will have on our programs and services.

Thank you once again for your generosity and commitment to strengthening our community.



**ALBERTA
PACIFIC**
FOREST INDUSTRIES INC.

**FORTIS
ALBERTA**



 Government of Canada
Gouvernement du Canada

Athabasca Regional Multiplex Society Action Log

Meeting date: January 27, 2024

Motion #	Action / Motion	Meeting Date	Progress/Comments	Status
#23-148	Motion by Director Balay to direct Administration to implement a data collection strategy to find out what municipality facility users reside in and report back to the board quarterly.	December 18, 2023	Presented the first quarterly report at the April meeting and the second quarterly report at the September meeting. Third quarter report was presented at the November meeting. Fourth quarter report was presented at the January 27, 2025 meeting with the yearly totals.	Completed
#24-037	Motion by Director Kapitaniuk to direct Administration to collaborate with Aspen View Public Schools on a Partnership Agreement and bring it back to the Board for approval.	March 11, 2024	Administration brought the Draft Agreement to the December 16 Board meeting.	Completed
#24-100	Motion by Director Balay to direct Administration to purchase the curling rink dehumidification unit with air conditioning using capital reserves for 50% of the costs.	September 16, 2024	The Curling Rink Dehumidification unit has been ordered.	Completed
#24-148	Motion by Director Wallach to table the discussion until the next meeting.	December 16, 2024	Administration added the Strategic Plan update to the January 27, 2025 Board Meeting Agenda.	Completed
#24-152	Motion by Director Pacholok to adopt the DRAFT Audio Meeting Recording Policy 500-039 as presented.	December 16, 2024	Adopted the Audio Meeting Recording Policy as presented.	Completed
#24-155	Motion by Director Pacholok that the Board uphold the suspension as originally decided by the General Manager.	December 16, 2024	The suspension was upheld and is now over.	Completed
#24-135	Motion by Director LeMessurier to send a letter to Aspen View School Board to prioritize the completion of the soccer fields by Fall of 2025 so we can assume ownership.	November 18, 2024	Chair Anderson sent a letter to Aspen View Public Schools.	Completed
#24-078	Motion by Director Reimer to direct Administration to create a Request for Proposal for a consultant to evaluate and rewrite the ARMS Bylaws and bring back the quotations to the Board for review.	July 15, 2024	Administration has completed the ARMS Bylaws RFP and brought the 3 quotations to the January 27 Board meeting for the Board to review.	Completed
#22-114	Motion by Director Anderson for Administration to negotiate a lease with the owners of the Athabasca Regional Multiplex Society property.	September 19, 2022	Working with the member municipalities CAO's to finalize an agreement.	In Progress

Athabasca Regional Multiplex Society Action Log

Meeting date: January 27, 2024

Motion #	Action / Motion	Meeting Date	Progress/Comments	Status
#24-027	Motion by Director LeMessurier for Administration to purchase the 2014 1565 series II 4WD John Deere with implements from the Town of Athabasca for \$13,500.00 utilizing the donation from Kingston Midstream. The remaining of the donation funds will be used to purchase a storage solution for the tractor.	February 26, 2024	Purchased the tractor from the Town and using it. The purchase of the storage solution will be completed in the spring of 2025. We have \$1,500 left from the grant to help with the costs.	In Progress
#24-090	Motion by Director Pacholok to direct Administration to retain an expert to review and provide an opinion about the Aquatic Centre boilers.	July 15, 2024	Administration is investigating the next steps with the Aquatic Centre boilers. Tim has contacted 3 engineering firms to give us quotes on a boiler and review the system.	In Progress
#24-102	Motion by Director Wallach to direct Administration to prepare delegation to both members' councils to present the Asset Management Plan as amended.	September 16, 2024	Administration will complete a delegation request to present the Asset Management Plan to our Members' Council.	In Progress
#24-107	Motion by Director Kapitaniuk to table the 2025 Proposed Facility rental rates until after the Strategic Planning meetings.	September 16, 2024	Administration will bring this back to the meeting after the Strategic Plan is completed.	In Progress
#24-108	Motion by Director Kapitaniuk to table the 2025 Proposed Membership Rates until after the Strategic Planning meetings.	September 16, 2024	Administration will bring this back to the meeting after the Strategic Plan is completed.	In Progress
#24-141	Motion by Director Kapitaniuk for Administration to bring back quotes recommended for potential savings options.	November 18, 2024	Tim has met with a community member to go through the Multiplex and provide a list of potential energy savings options. Once we receive the report we will get quotes and bring them back to the Board for discussion.	In Progress
#0	Direction for Administration to have/invite a User Group delegation every other meeting	October 16, 2023	December 16, 2024 we had RC Strategies as a delegation.	ongoing
#23-122	Motion by Director Wallach for Administration to include action item list in all future agenda packages.	November 20, 2023	Added the action item list to the General Managers monthly report.	ongoing

Athabasca Regional Multiplex Society Action Log

Meeting date: January 27, 2024

Motion #	Action / Motion	Meeting Date	Progress/Comments	Status
#24-007	Motion by Director Kapitaniuk to direct Administration to credit the Athabasca County's annual operational requisition by the amount of interest received from the 2023 Solar PV Capital funding being held by ARMS.	January 15, 2024	Interest was calculated up to August 31, 2024 and December 31, 2024. Cheques were sent to the Athabasca County for the interest amounts.	ongoing
#24-017	Motion by Director Pacholok to accept the update as information and to direct Administration to provide future updates on the boiler claim quarterly or as needed.	January 15, 2024	Updates will be provided quarterly or as needed.	ongoing
#24-051	Motion by Director Hall to direct Administration or the Chair to provide updates on closed information to all Directors and Alternates.	April 15, 2024	Directors and Alternates can contact Rhonda or the Chair for updates on any closed session information.	ongoing

Pool Mechanical

Monthly maintenance has been performed on all the circulation and filtration systems.

The heat recovery system on the DHU has been repaired and is in use. This process takes pool water from the 25M pool and pumps up into the DHU on the roof and is run through a heat exchanger to remove excess heat from the dehumidification process and transfer it back to the pool water.

On January 15th around 12:45 one of the four domestic hot water tanks that provide hot water to the pool and fitness centre failed. It appears the heat exchanger rusted through. This is a result of the improper installation of the equipment as highlighted in the boiler report back in 2022.

Fitness Centre

The DHU serving the pool had a cracked pipe and pool water came down through the DHU and into the fitness centre ceiling and eventually onto the floor. As mentioned above the DHU was repaired and back in service. Once the ceiling area was dried and the replacement ceiling tiles arrived, they were installed.

Arena

During the extreme cold periods in December and January the ice plant went down 3 times on low pressure. This occurs because ammonia has no pressure at -40C. We will be investigating adding a low-pressure shutoff valve to prevent this from reoccurring in cold weather.

Curling Rink

Operations worked with Tim's on ice on completing the little rocks ring installation during the holiday break.

Operator Cam Litz is now the lead ice maker for the curling rink and has been completing all the weekly and daily ice maintenance for the curling draws.

The Cold weather has also effected the curling rink with the average temperature in the space being 3C.

Field House

Fieldhouse floor that was scheduled for December 22nd-27th did not get fully completed. The contractor had issues with the final topcoat of paint going bad and they were unable to mix it properly to apply to the floor. The repairs along the walking track are complete and all repair spots inside the track were redone but are just missing the topcoat of paint. Working with the contractor to reschedule the remaining work.

Exterior Grounds

Operations staff have been clearing sidewalks and loading areas when snow events occur. However, with the varied weather the northern portion of the sidewalk along the fieldhouse has been closed as there is a large buildup of ice on the sidewalk.

Polarscapes clears the parking lot after large snow events.

Concession

Operations replaced belts in the back kitchen exhaust system.

Laundry Room

On January 19th, both the hot and cold-water lines feeding the washer burst. Staff were able to isolate the water line to mitigate damage to the building but as they were cleaning up the laundry room, a sprinkler on the fire suppression system burst as well. Again, staff did well to mitigate the damage and mainly contained the problem of the laundry room with a small amount of water coming through the floor and into the ceiling of the lobby below. Water lines have been repaired, and heat trace has been added to this line to prevent further freeze ups in extreme cold weather.

Life Safety

Batteries have been replaced in the Aquatic centers AED. Still awaiting the arrival of a new battery pack for the Multiplex AED unit.

Theatre

Stage curtains have been ordered and QSD has been onsite to verify measurements. We'll be receiving tentative installation dates in the coming weeks.

Respectfully submitted,



Tim Wolfenberg

Facility Manager

General Update

- January has started off well. We resumed regular hours on January 2, 2025, with lessons beginning the following week. So far, we have seen a strong turnout in the gym and a slight increase in birthday party books and lane swim users.
- Since December's report was submitted early, I have also included a few additional notes from last month for your reference.

Holidays

- Regular hours resumed on January 2, 2025. However, due to the timing of the holidays, we continued to see high attendance for daytime swims until January 5. On multiple occasions, the pool had between 90 and 110 participants.

Program Updates & 2025 Changes

- All programs resumed in early January.
- Drop-in Water Polo: No changes in 2025. The program will continue every other Thursday from 7:00 p.m. to 8:00 p.m.
- Yoga: No changes in 2025. Classes will continue on Tuesdays from 6:00 p.m. to 7:00 p.m.
- Spin Classes: There will be schedule changes in 2025. Monday afternoon classes (5:45 p.m. to 6:30 p.m.) will continue, while Tuesday, Thursday, and Friday morning classes will now run from 6:15 a.m. to 7:00 a.m.
 - The newly implemented \$5 members cost has been successful, and we continue to see high attendance.
- Introductory Fitness: No changes in 2025. Youth classes will run from 3:30 p.m. to 4:30 p.m., and adult classes will run from 5:00 p.m. to 6:00 p.m.
 - Adult sessions will have a break in February and will return in March.
- Athabasca Rapids Swim Club: No changes in 2025. The swim club will operate three days a week: Monday afternoons with 3 lanes, Tuesday afternoons with 3 lanes, and Friday early mornings with 2 lanes.
- Aqua Fit: No changes in 2025. We will continue to run 7 classes, 4 days a week in the morning.
 - Attendance was reviewed at the December meeting with my estimated numbers, please see the calculated averages:
 - December averages: Deep Water: 10 participants, Shallow Water: 13 participants, Low Intensity: 10 participants, Highs: 19 participants, Lows: 6 participants.
 - January averages: Deep Water: 7 participants, Shallow Water: 12 participants, Low Intensity: 6 participants, Highs: 17 participants, Lows: 0 participants.
 - January attendance was impacted by the holidays and weather conditions, which reduced the number of people willing to attend. However, we had a strong turnout for all but one day.

Returning Programs

- Aqua Pole will return in February 2025.
- We are also exploring options for Aqua Bike Spin classes and are currently awaiting confirmation of instructor availability.

Swim Lessons

- Lessons resumed on January 7, 2025, and are now posted and open for registration through the end of March. Spring Break dates and Spring lesson schedules are already set, with times being reviewed and confirmed.
- The Athabasca Homeschool Group has booked additional lessons for February, following the same format used for other school groups.
 - We observed a slight increase in preschool and beginner level lessons on Fridays, following the December homeschool lesson, which focused on younger children. We anticipate further growth in the higher swimmer levels on Fridays for March or April, as the upcoming group will focus more on youth participants.
- Schools have already begun booking lessons, with some scheduled as far ahead as June 2025. Additionally, we had three fun public swim school bookings in January.

Staff Training

- Our Inservice for January 2025 is scheduled for Friday, January 24. This session will focus on hands-on training for staff, with an emphasis on public relations skills, including hand signals, guard rotations, handling complaints, updates on first aid paperwork, cleaning during shifts, and more.
- The Aquatic Supervisor, Head Guard, and the facility's General Manager participated in the Applied Suicide Intervention Skills Training (ASIST) on January 13 & 14. This was a challenging yet incredibly rewarding experience. As a public facility near a high school, with a large staff in a small community affected by suicide, we are grateful to have had the opportunity to take part in this certified course. While we hope these skills are never needed, we are better prepared to support our community if the need arises.

Bookings

- December and January saw a number of larger and local group bookings, as well as our usual birthday parties, which have now seen more additional booking days outside of the weekends.
 - In December, the Multiplex donated the use of the Poolside Lounge to the Athabasca Fire Department, who held a holiday party at the pool and swam with their members and families.
 - December also had three weekday birthday party bookings in the Poolside Lounge.
 - In January, the Athabasca Homeschool Group booked a public swim, bringing in over 120 participants.
 - We also hosted two weekday birthday party bookings and one after-hours weekend booking in the Poolside Lounge.
- In addition to the above, we continued to have regular weekend bookings for both the Poolside Lounge and other Multiplex meeting rooms, with many groups incorporating swimming into their events.

Pool Closures & Equipment Updates

- We had three minor pool closures at the end of the holiday period into January: two for the hot tub and one for the leisure pool. These closures were necessary to maintain proper chemical levels, as we had to manually add additional chlorine or sodium bicarbonate. None of the closures lasted longer than 30 minutes, and all were to prevent the need for extended shutdowns.
- On January 7, 2025, the main area of the Fitness Centre was shut down for 15 minutes due to a burst pipe. Operations handled the issue promptly, allowing the Fitness Centre to reopen shortly after. The Ace's Room remained open for use during the water cleanup, ensuring that members could continue their workouts.
- On January 16, the Leisure Pool was closed for approximately one hour due to contamination. As outlined in previous reports, appropriate steps were taken, and the pool was reopened as quickly as possible. While this closure was longer than usual for this type of contamination, it occurred during lessons and in an area that required more extensive cleaning.

Signature: _____



Dylan Zilinski,

Aquatic Supervisor

From: Rhonda Alix, General Manager
To: ARMS Board
Date: January 27, 2025
Subject: User Demographic Analysis

Background

- At the December 18, 2023, meeting the following motion was carried:
#23-148 "Motion by Director Balay to direct administration to implement a data collection strategy to find out what municipality facility users reside in and report back to the board quarterly."

Attachment

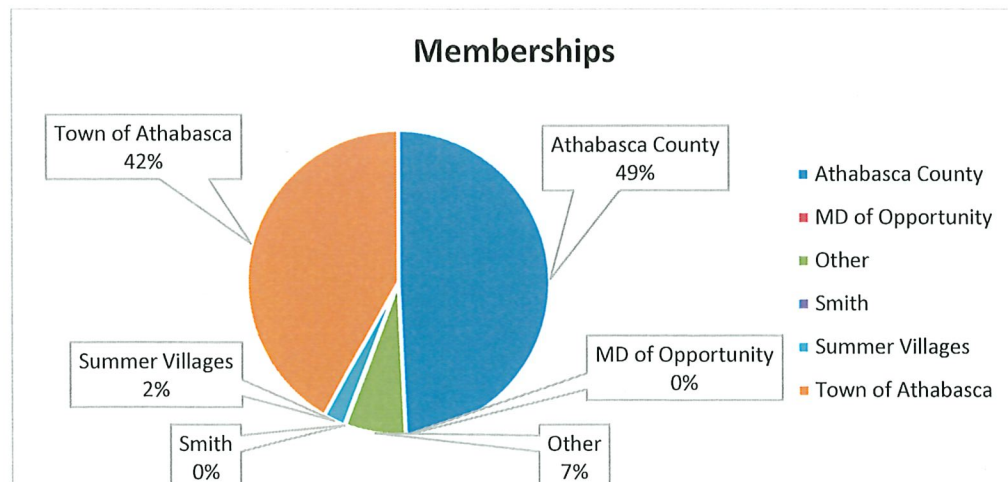
- April 15, 2024, briefing note and analysis from January, February and March 2024
- September 16, 2024, briefing note and analysis from April, May and June 2024
- November 18, 2024, briefing note and analysis from July, August and September 2024

Discussion

- Demographic analysis was collected for drop in and punch passes, memberships, and user groups from October, November and December 2024.

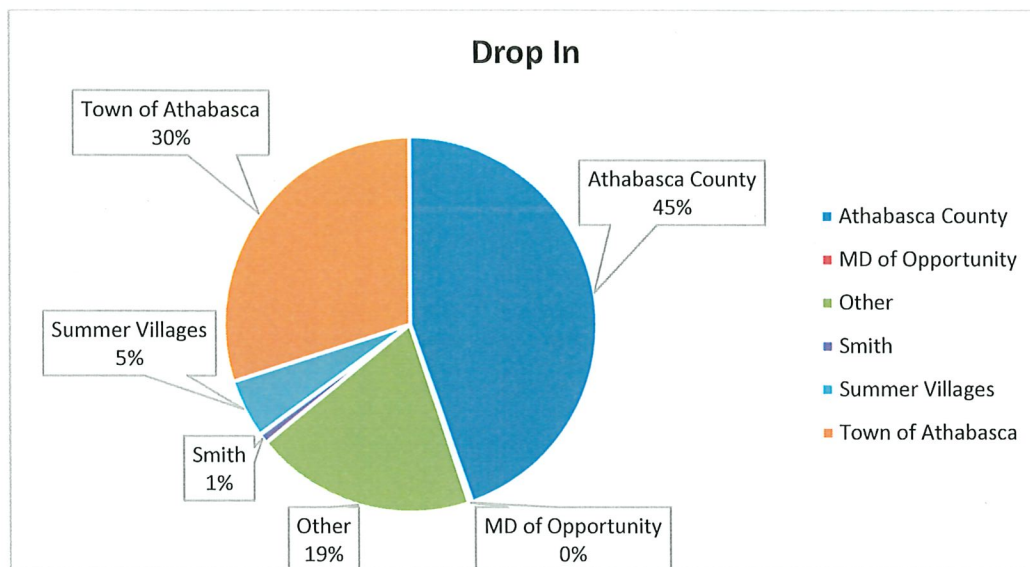
Membership Analysis – October 1 to December 31

Location	October	November	December	Total	Percentage
Town of Athabasca	294	289	271	854	41.84%
Athabasca County	326	358	322	1006	49.29%
Summer Villages	14	19	16	49	2.40%
MD of Opportunity	0	0	0	0	0.00%
Smith	0	1	0	1	0.05%
Other	60	53	18	131	6.42%



Drop In Analysis – October 1 to December 31

Location	October	November	December	Total	Percentage
Town of Athabasca	487	541	444	1472	30%
Athabasca County	771	838	588	2197	45%
Summer Villages	73	77	99	249	5%
MD of Opportunity	7	7	0	14	0%
Smith	16	23	4	43	1%
Other	350	328	267	945	19%



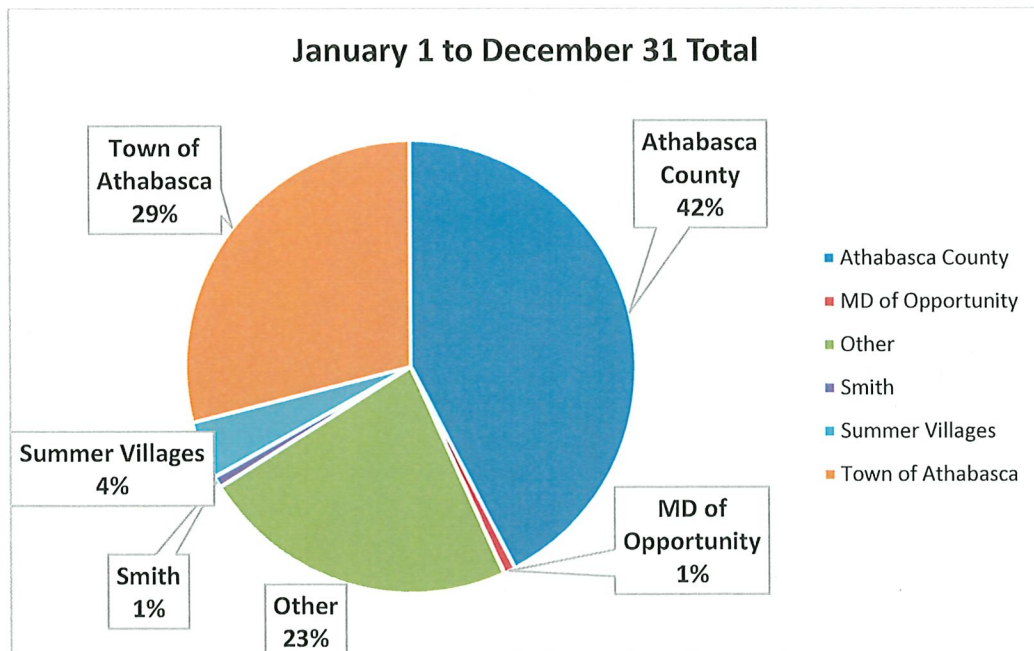
User Group Analysis – October 1 to December 31

- We did not get any new user group information.

January 1 to December 31 Totals

- User groups included are:
 - Heartwood Folk Club
 - Hustlers
 - Athabasca Dance Society
 - Athabasca & District Minor Hockey Association
 - Athabasca Rapids Swim Club
 - Athabasca Curling Club
 - Athabasca Skating Club
 - Athabasca Ukrainian Dance Association
 - Edwin Parr
 - Rusty Nuts
 - Saturday Morning Shinny
- The Curling Club has sent their user group information twice so, I averaged the numbers to include in the totals below.

Location	Membership	User Group	Drop In	Total	Percentage
Town of Athabasca	3489	370	5552	9411	29.9%
Athabasca County	4133	801	8645	13579	43.2%
Summer Villages	126	50	1131	1307	4.2%
MD of Opportunity	1	12	212	225	0.7%
Smith	5	28	209	242	0.8%
Other	896	9	5777	6682	21.2%



Town of Athabasca, Athabasca County and Summer Village Totals

Location	Membership	User Group	Drop In	Total	Percentage
Town of Athabasca	3489	370	5552	9411	38.7%
Athabasca County	4133	801	8645	13579	55.9%
Summer Villages	126	50	1131	1307	5.4%

Town of Athabasca and Athabasca County Totals

Location	Membership	User Group	Drop In	Total	Percentage
Town of Athabasca	3489	370	5552	9411	41%
Athabasca County	4133	801	8645	13579	59%

- We have completed the Demographic Analysis for the year and are no longer asking our patrons for this information.

Recommendation

- Motion to accept the information as presented.



General Manager – Rhonda Alix

From: Rhonda Alix, General Manager
To: ARMS Board
Date: April 15, 2024
Subject: User Demographic Analysis

Background

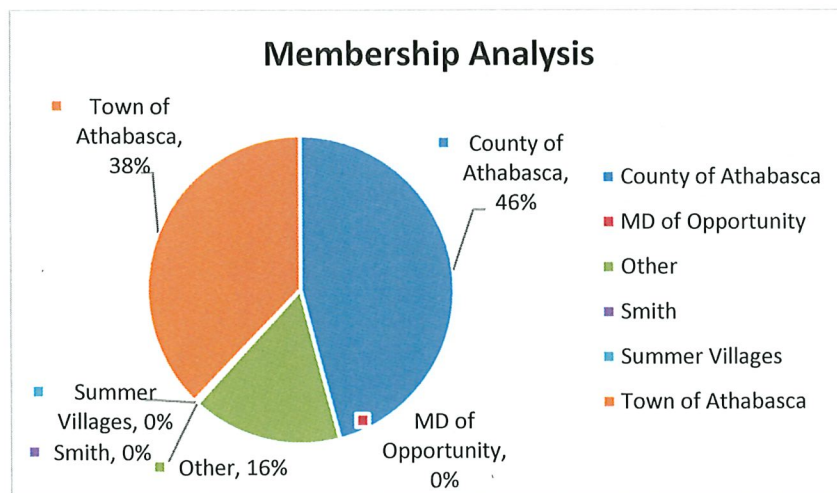
- At the December 18, 2023, meeting the following motion was carried:
#23-148 "Motion by Director Balay to direct administration to implement a data collection strategy to find out what municipality facility users reside in and report back to the board quarterly."

Discussion

- Demographic analysis was collected for drop in and punch passes, memberships, and user groups.
- Some user groups have not responded back with their user's information.

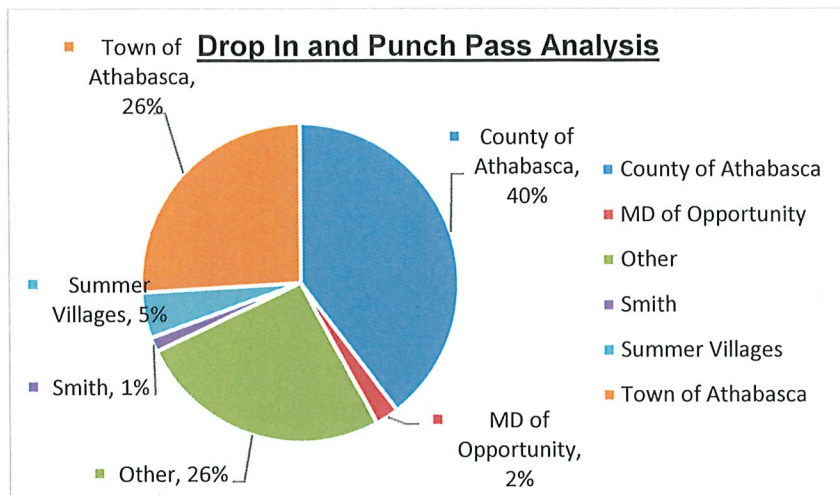
Membership Analysis

	January	February	March	Total	%
Town of Athabasca	277	315	287	879	37.77%
County of Athabasca	360	343	365	1068	45.90%
Summer Villages	0	3	6	9	0.39%
MD of Opportunity	0	0	0	0	0.00%
Smith	0	0	0	0	0.00%
Other	160	125	86	371	15.94%
Total	797	786	744	2327	100.00%



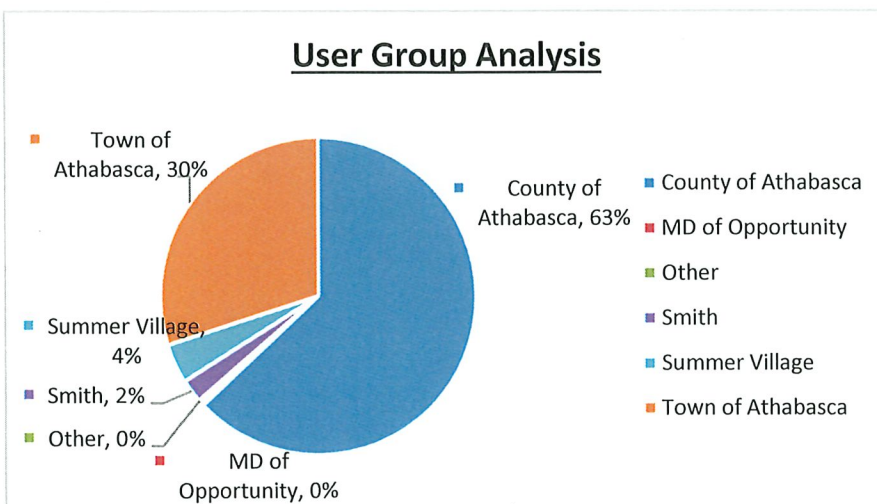
Drop In and Punch Pass Analysis

Location	January	February	March	Total	Percentage
Town of Athabasca	0	548	693	1241	26%
County of Athabasca	0	762	1134	1896	40%
Summer Villages	0	130	90	220	5%
MD of Opportunity	0	96	17	113	2%
Smith	0	28	43	71	1%
Other	0	509	729	1238	26%
Total	0	2073	2706	4779	100%



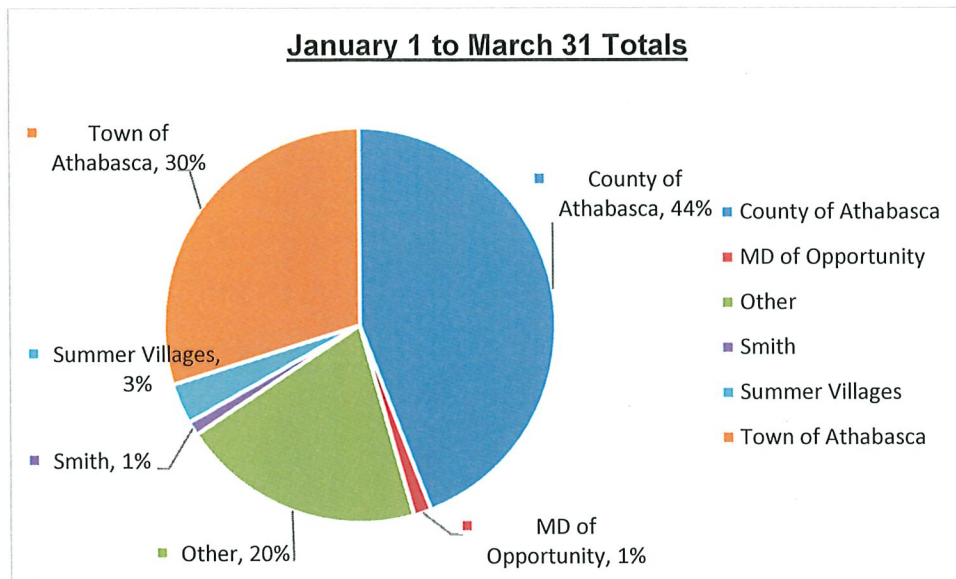
User Group Analysis

Row Labels	Total	%
County of Athabasca	583	63%
MD of Opportunity	4	0%
Other	2	0%
Smith	22	2%
Summer Village	37	4%
Town of Athabasca	277	30%
Grand Total	925	100%



January 1 to March 31 Totals

Location	Membership	User Group	Drop In	Total	%
Town of Athabasca	879	277	1241	2397	30%
County of Athabasca	1068	583	1896	3547	44%
Summer Villages	9	37	220	266	3%
MD of Opportunity	0	4	113	117	1%
Smith	0	22	71	93	1%
Other	371	2	1238	1611	20%
Total	2327	925	4779	8031	1



Recommendation

- Motion to accept the information as presented.

General Manager – Rhonda Alix

From: Rhonda Alix, General Manager
To: ARMS Board
Date: September 16, 2024
Subject: User Demographic Analysis

Background

- At the December 18, 2023, meeting the following motion was carried:
#23-148 "Motion by Director Balay to direct administration to implement a data collection strategy to find out what municipality facility users reside in and report back to the board quarterly."

Attachment

- April 15, 2024, briefing note and analysis from January, February and March 2024

Discussion

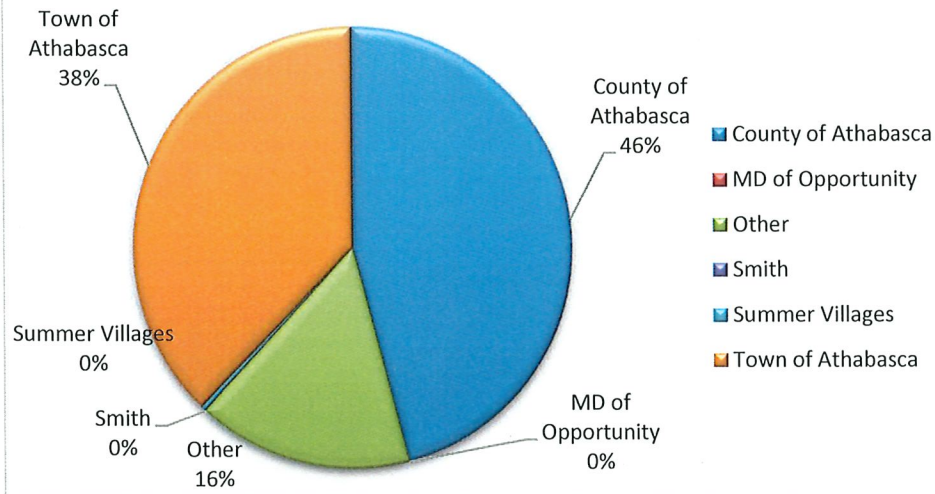
- Demographic analysis was collected for drop in and punch passes, memberships, and user groups from April, May and June 2024.
- No user groups responded back with their user's information.

Membership Analysis – April 1 to June 30

Membership Analysis

Location	April	May	June	Total	%
Town of Athabasca	398	309	260	967	41.56%
County of Athabasca	369	356	352	1077	46.28%
Summer Villages	13	18	5	36	1.55%
MD of Opportunity	0	1	0	1	0.04%
Smith	2	0	0	2	0.09%
Other	69	74	69	212	9.11%

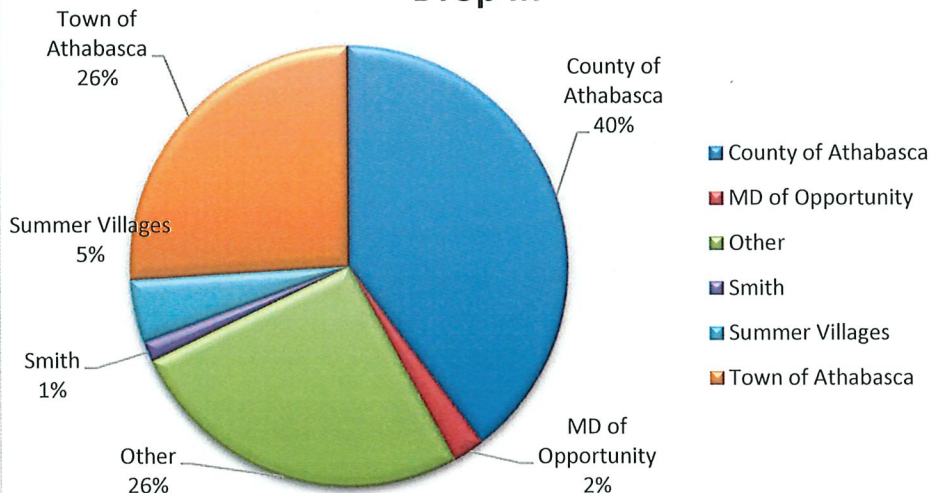
Membership



Drop In Analysis – April 1 to June 30

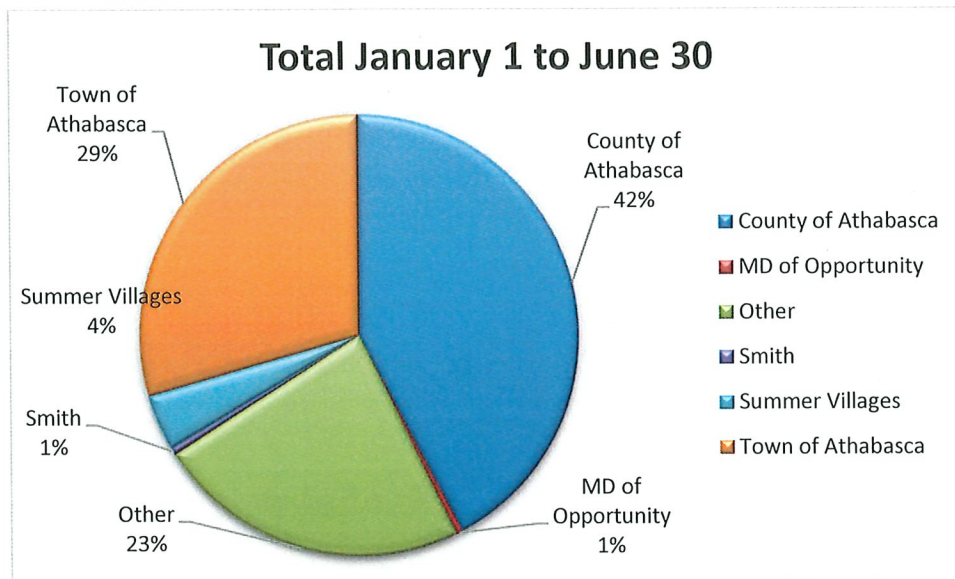
Location	April	May	June	Total	Percentage
Town of Athabasca	526	379	371	1276	24%
County of Athabasca	814	681	656	2151	40%
Summer Villages	93	124	57	274	5%
MD of Opportunity	5	19	14	38	1%
Smith	11	26	3	40	1%
Other	534	640	382	1556	29%

Drop In



January 1 to June 30 Totals

Location	Membership	User Group	Drop In	Total	%
Town of Athabasca	1846	277	2517	4640	30%
County of Athabasca	2145	583	4047	6775	43%
Summer Villages	45	37	494	576	4%
MD of Opportunity	1	4	151	156	1%
Smith	2	22	111	135	1%
Other	583	2	2794	3379	22%



Recommendation

- Motion to accept the information as presented.

General Manager – Rhonda Alix

From: Rhonda Alix, General Manager
To: ARMS Board
Date: November 18, 2024
Subject: User Demographic Analysis

Background

- At the December 18, 2023, meeting the following motion was carried:
#23-148 "Motion by Director Balay to direct administration to implement a data collection strategy to find out what municipality facility users reside in and report back to the board quarterly."

Attachment

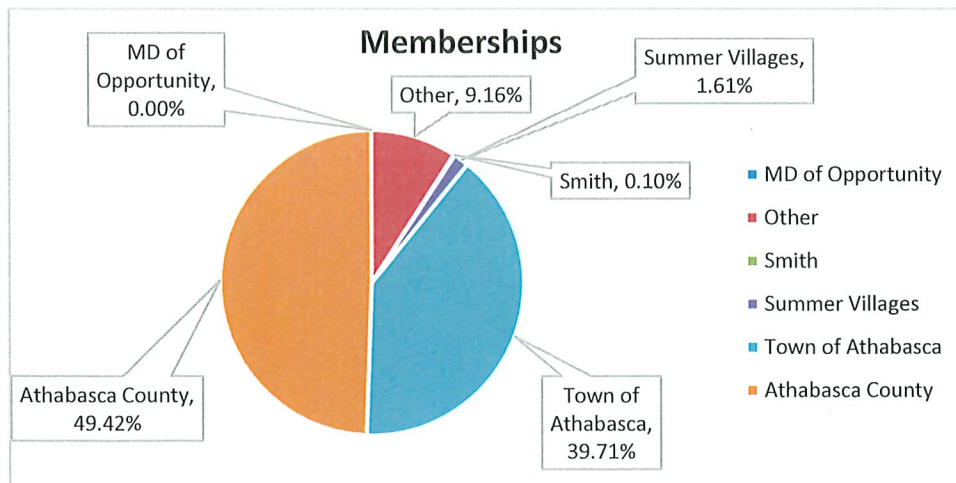
- April 15, 2024, briefing note and analysis from January, February and March 2024
- September 16, 2024, briefing note and analysis from April, May and June 2024

Discussion

- Demographic analysis was collected for drop in and punch passes, memberships, and user groups from July, August and September 2024.

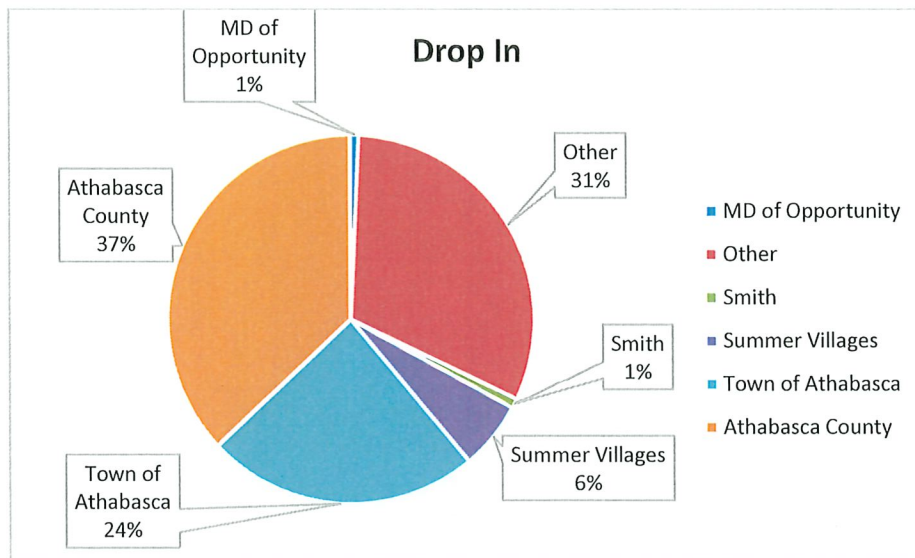
Membership Analysis – July 1 to September 30

Location	July	August	September	Total	%
Town of Athabasca	264	244	281	789	39.71%
Athabasca County	341	319	322	982	49.42%
Summer Villages	13	8	11	32	1.61%
MD of Opportunity	0	0	0	0	0.00%
Smith	2	0	0	2	0.10%
Other	62	58	62	182	9.16%



Drop In Analysis – July 1 to September 30

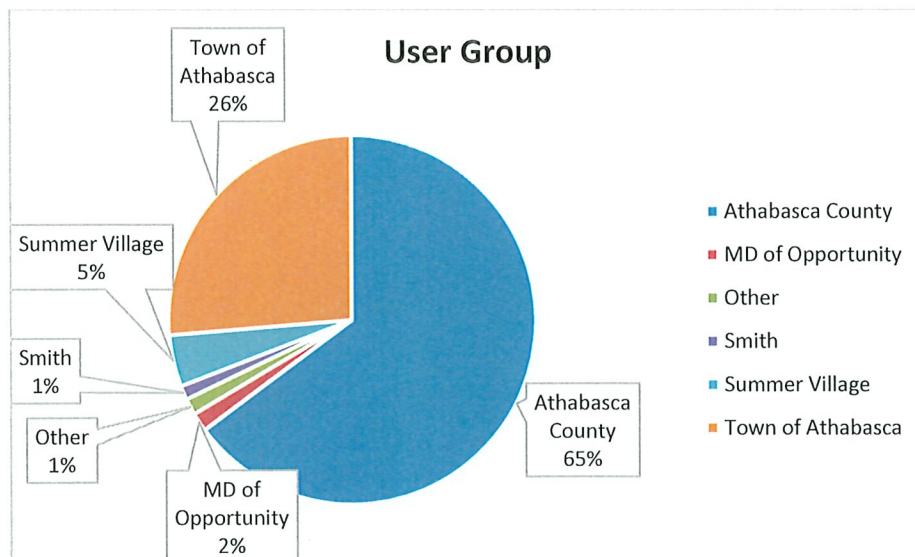
Location	July	August	September	Total	Percentage
Town of Athabasca	564	612	387	1563	24%
Athabasca County	974	899	528	2401	37%
Summer Villages	181	175	32	388	6%
MD of Opportunity	28	18	1	47	1%
Smith	9	32	14	55	1%
Other	983	763	292	2038	31%



User Group Analysis - July 1 to September 30

- Minor Ball said they do not collect that information and didn't have the time to check each member's address.
- User groups included are:
 - Heartwood Folk Club
 - Hustlers
 - Athabasca Dance Society
 - Athabasca & District Minor Hockey Association
 - Athabasca Rapids Swim Club
 - Athabasca Curling Club
 - Athabasca Skating Club
 - Athabasca Ukrainian Dance Association

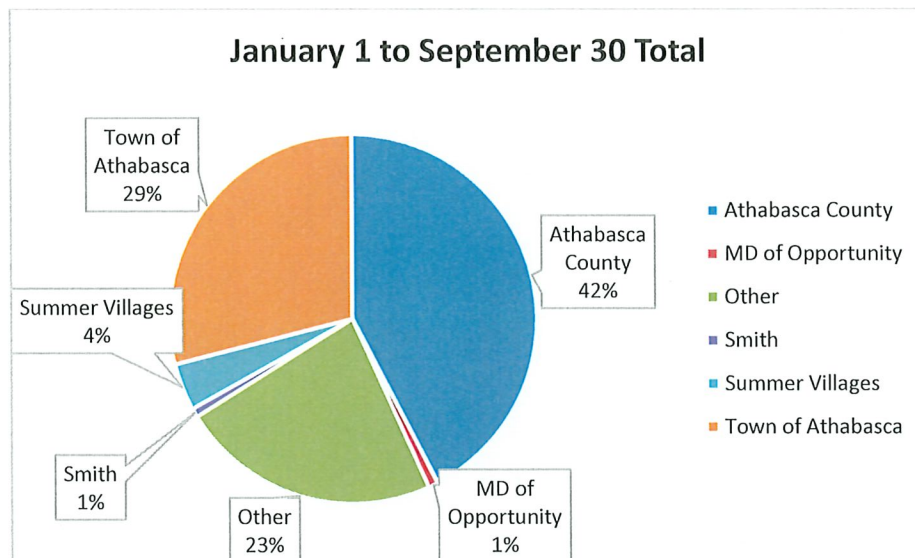
Location	Total	%
Town of Athabasca	128	26%
Athabasca County	316	65%
Summer Villages	22	5%
MD of Opportunity	8	2%
Smith	6	1%
Other	7	1%



January 1 to September 30 Totals

- User groups included are:
 - Heartwood Folk Club
 - Hustlers
 - Athabasca Dance Society
 - Athabasca & District Minor Hockey Association
 - Athabasca Rapids Swim Club
 - Athabasca Curling Club
 - Athabasca Skating Club
 - Athabasca Ukrainian Dance Association
 - Edwin Parr
 - Rusty Nuts
 - Saturday Morning Shinny
- The Curling Club has sent their user group information twice so, I averaged the numbers to include in the totals below.

Location	Membership	User Group	Drop In	Total	%
Town of Athabasca	2635	370	4080	7085	28.9%
Athabasca County	3127	801	6448	10376	42.4%
Summer Villages	77	50	882	1009	4.1%
MD of Opportunity	1	12	198	211	0.9%
Smith	4	28	166	198	0.8%
Other	765	9	4832	5606	22.9%



Recommendation

- Motion to accept the information as presented.

General Manager – Rhonda Alix



From: Rhonda Alix, General Manager
To: ARMS Board
Date: January 27, 2025
Subject: Strategic Planning update

Background

- Administration has contracted RC Strategies to complete the ARMS Strategic Plan.

Attachment

- Draft Strategic Plan

Discussion

- The Board, Administration and Michael Roma with RC Strategies have had 3 strategic planning meetings.
- We distributed the Strategic Plan survey on various platforms for patrons to fill out.
- Administration is pleased with the participation of patrons in the survey.
- Winner of the yearly membership is Roland Lux. RC Strategies drew the name from the survey participants.

Recommendation

- Motion to Direct Administration to work with RC Strategies to make the necessary changes to the Draft Strategic Plan as discussed.

A handwritten signature in blue ink, appearing to read 'Rhonda Alix', written over a horizontal line.

General Manager – Rhonda Alix



Athabasca Regional Multiplex Society

2025 Strategic Plan

Draft #1
December 16, 2024

Land Acknowledgement

The Athabasca Regional Multiplex is located on First Nations Treaty 6 territory. We respect and honour all First Nations, Metis and Inuit Peoples connection to these lands, their history, language and culture.

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Background

The Athabasca Regional Multiplex Society (ARMS) is the product of a partnership between the Town of Athabasca and Athabasca County. The Partnership was formed to own and operate the Athabasca Regional Multiplex, a major recreation facility in the Town of Athabasca, as well as the Nancy Appleby Theatre and some outdoor spaces with the Town.

The Town and the County feel strongly that there are many benefits that come from having robust recreation and culture opportunities in the Region. This is apparent in their broader strategic planning and in the investment they make in the Society and other elements of recreation and culture services not overseen by the Society. In 2023, the Town and the County contributed \$2,010,000 (combined) to support ARMS; an amount which they share 50:50.

This Strategic Plan has been developed under the guidance of the Society Board which is comprised of Elected Officials from both the County and the Town as well as Society administration.

ARMS is a successful example of regional collaboration between the Town and the County.

The work of ARMS helps the County achieve its vision of “...being part of a thriving region that attracts visitors, businesses, and residents.” (2023–2026 County Strategic Plan).

It also helps the Town own achieve its goals related to 1) infrastructure 2) Well-being 3) Leadership and 4) Community (2022–2032 Council Strategic Plan).



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CURRENT SOCIETY ACHIEVEMENTS

In 2023, the Society provided spaces and programs for regional residents and visitors to participate in a variety of activities. The Multiplex alone was home to over 38 user groups and 3,165 members. Some key usage stats are as follows:

- There were a total of **33,010 swim visits** in the pool
 - » **415 hours** booked in the **pool**
- The Society provided 36 registered summer programs which included a total of 637 participants
- There were a total of **67,313 aquatics and fitness facility visits**
 - » 3,165 memberships sold representing 38,626 visits
 - » 22,194 drop-ins
 - » 6,493 punch passes
- There were a total of **440 hours** booked on Society operated **ball diamonds**
- The **arena ice is rented out at 82% of overall capacity**, which would be even higher for prime time and which does not include drop-in; the **arena dry floor is rented out at 14% of capacity**
- The **curling rink ice is used at 12% of overall capacity**, which would be even higher for prime time; the **curling rink dry floor is used 38% of overall capacity**
- The **fieldhouse is rented out at 43% of overall capacity**, which would be even higher for prime time and which does not include drop-in
- The **theatre is used at 27% of overall capacity**



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THE BENEFITS OF RECREATION AND CULTURE

Recreation and culture services are a valuable and essential public investment because of all the benefits that they lead to in communities. These benefits are both direct (to the participants) and indirect (to all, regardless of participation) and they are benefits that cannot be escaped.

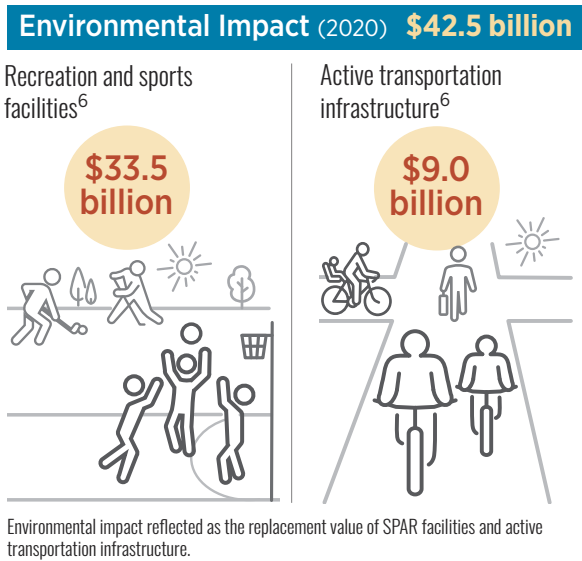
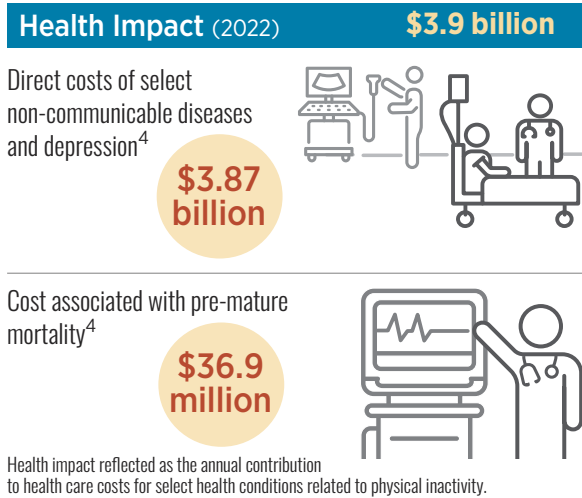
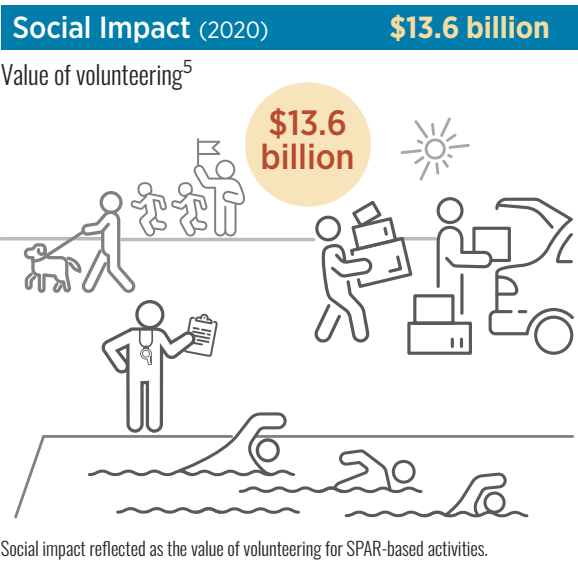
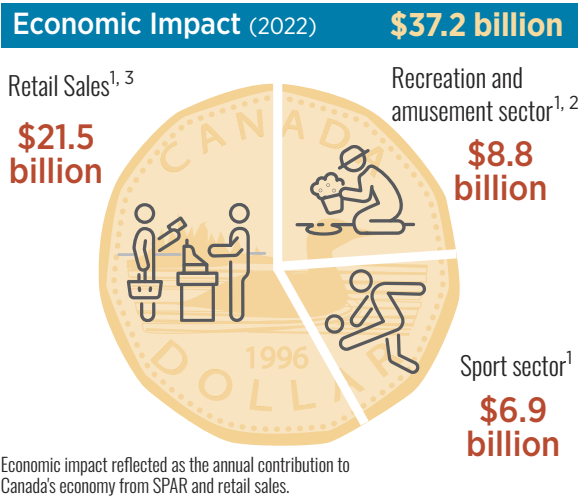
 Health	 Social & Cultural	 Economics	 Environmental
<ul style="list-style-type: none">• Improve physical health, including supporting rehabilitation post illness or injury• Improve wellbeing, support mental health and positive self-esteem• Provide safe environments for re-engaging individuals with physical activity• Develop fundamental physical literacy skills	<ul style="list-style-type: none">• Increase social interaction and cohesion for individuals and families• Build community pride• Offer welcoming, universal experiences to support inclusive communities• Support reconciliation with Indigenous communities• Reduce anti-social and risk behaviours of youth• Provide leadership experiences and training• Enhance appreciation of an areas' history & culture	<ul style="list-style-type: none">• Support growth of the sport, culture, tourism and event economies• Create new direct and indirect jobs• Attract new and retain existing skilled labour and businesses• Increase land values and local government revenues• Serve as important assets to deliver core government services and programs.	<ul style="list-style-type: none">• Build a culture of stewardship• Protect & restore biodiversity• Provide essential ecological service (e.g., water filtration, pollination, climate regulation)• Enhance our resilience and mitigation of climate events• Mitigate risk from extreme weather events

Sources include the Framework for Recreation in Canada (2015/2024) and Measuring-impact.ca.

In an attempt to better quantify these benefits and be able to compare them to what is derived from investment in other areas of government, the Canadian Parks and Recreation Association and the Candain Fitness and Lifestyle Research Institute partnered to lead an initiative called Measuring Impact intended to articulate these benefits across Canada and within communities. The initiative found that the impact of sport, physical activity, and recreation was over \$37B in terms of economic impact, \$3.9B in terms of health impact, and \$13.6B in terms of social impact across Canada.

BREAKING DOWN THE VALUES

Given these numbers assess different constructs or concepts, these amounts cannot be added together.



¹ Value as it relates to the gross domestic product.
² Recreation and amusement sector comprised of golf and country clubs, skiing facilities, fitness and recreational sports, and all other amusement and recreation facilities.
³ Retail sales comprised of athletic footwear, sporting equipment and recreation vehicles.
⁴ Based on non-communicable diseases which include coronary heart disease, stroke, Type 2 diabetes, breast cancer, colon cancer, hypertension, osteoporosis, depression.

⁵ Calculated using percentage of volunteers in sport, physical activity and recreation and hours spent.
⁶ Based on estimated replacement value of sport and recreation facilities, and active transportation infrastructure in 'very poor', 'poor' or 'fair' condition.

TRENDS AND ISSUES

The following trends and issues are important to consider when thinking strategically about public investment in recreation and culture services. Many of these are highlighted in more details in the Framework for Recreation (2024) and other credible sources.

Inclusion and accessibility is important to think about when planning and operating facilities and spaces and designing programs and opportunities. The entire population can benefit from access to recreation and culture opportunities but there are certain facets of the population that can benefit more than others. Recreation and culture services can catalyze understanding and acceptance and can further important initiatives like reconciliation.

Recreation and culture services leave an **environmental footprint**. Consciously working to reduce that footprint is important for the facility and space owners and operators. In addition to reducing its footprint, recreation and culture services can also provide a medium for education and **environmental awareness** with a captive and receptive audience.

Recreation and culture services contribute to **better public health**. Recreation and culture opportunities are “upstream”, proactive measures that can reduce disease and burden on the health care system by improving both physical and mental well-being.

One of the most challenging issues facing recreation and parks service providers over the past few decades is the fact that most major **recreation and culture infrastructure is ageing** and need to be either replaced or reinvested in. In addition to this requirement is rapid and significant capital cost inflation making major capital projects unattainable in some communities. Funding supports from other levels of government and innovative funding will need to be considered by owners and operators moving forward.

Maltreatment in sport, a major element of public recreation and culture services, is an issue and is being reported more now than ever. Facility and space owners and operators have a role to play in enhancing the awareness of **Safe Sport** and in changing behaviours.

There is more data available to recreation and culture service providers and decision-makers than ever before. **Gathering quality data and using it to measure performance and articulate community impact** should be a priority for recreation and culture proponents. Measuring Impact, referred to herein, is an example of a data tool that service providers can use to help articulate impact.

Technology is impacting recreation and culture services and experiences. From activity trackers to virtual reality, technologically advanced experiences are competing with, and sometimes part of, public recreation and culture services. Using technology to enhance how users interact with recreation and culture facilities, spaces, and services will be key moving forward.

Understanding the market for recreation and culture services is important in optimizing investment and garnering as much benefit and impact as possible. Important **changing demographics** that are impacting recreation and culture markets in Alberta including overall ageing (there will be increases in older adults in communities over the coming decade) and immigration and the introduction of new cultures into Alberta communities (which entail different recreation and culture interests in many cases).

Many of these trends are highlighted in the Framework for Recreation in Canada (2024 update). The Framework provides practical ideas on how to advance five goals areas in Canadian communities.

1. Active living
2. Inclusion and access
3. Connecting people with nature
4. Supportive environments
5. Recreation capacity



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community Engagement

A community survey was administered as part of the development of the 2025 Strategic Plan. The survey was fielded online and promoted across the region. In total, 819 responses were completed. The results are summarized as follows.

KEY FINDINGS ABOUT THE ATHABASCA REGIONAL MULTIPLEX

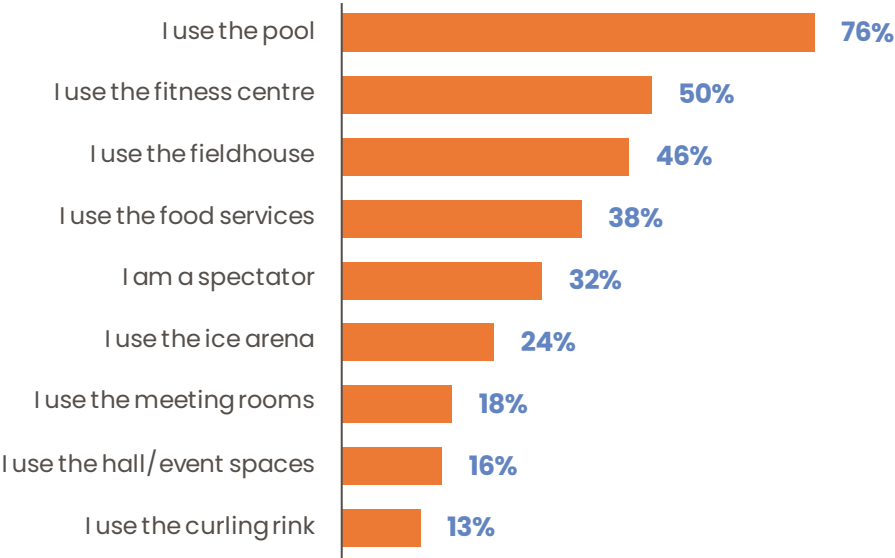
97% of respondents indicated that they visit the Athabasca Regional Multiplex. The types of visits of respondents are as follows:

Those who didn't visit the facility (only 8 respondents), indicated that "admission fees", "not being interested in what the facility has to offer", and "nothing" were the main reasons for not visiting.

92% of respondents were either very (55%) or somewhat (37%) satisfied with the Athabasca Regional Multiplex.

99% of respondents indicated that the Athabasca Regional Multiplex is either very (91%) or somewhat (8%) important.

Reasons to Visit the Athabasca Regional Multiplex



KEY FINDINGS ABOUT THE NANCY APPLEBY THEATRE

62% of respondents indicated that they visit the Nancy Appleby Theatre

Those who didn't visit the facility (313 respondents), indicated that "nothing" (33%), "unaware of opportunities" (32%), and "not being interested in what the facility has to offer" (24%) were the main reasons for not visiting.

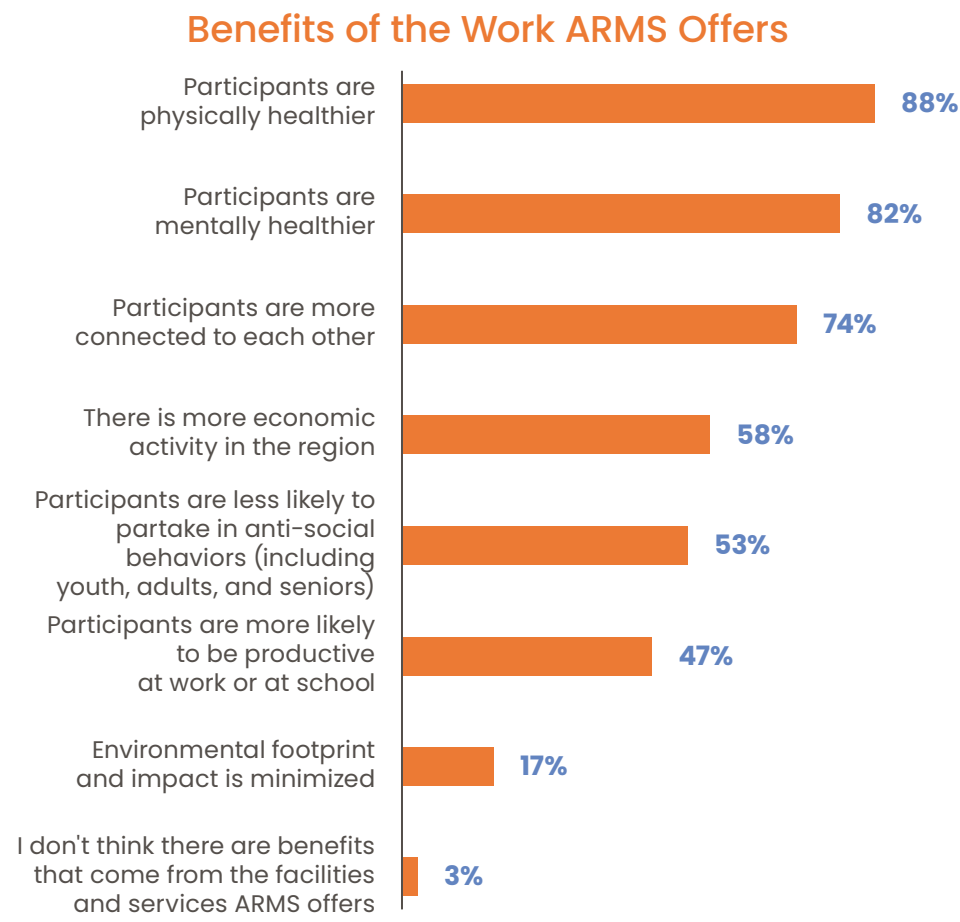
88% of respondents indicated that the Nancy Appleby Theatre is either very (60%) or somewhat (28%) important.



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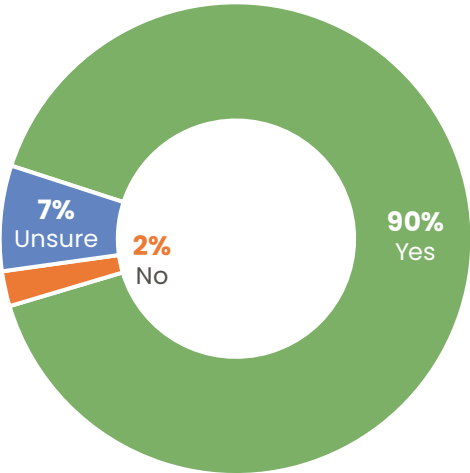
KEY FINDINGS ABOUT ARMS

Respondents were also asked what benefits they thought the work of ARMS leads to:



Respondents were asked if they thought the investment made by the Town and County in ARMS was worthwhile.

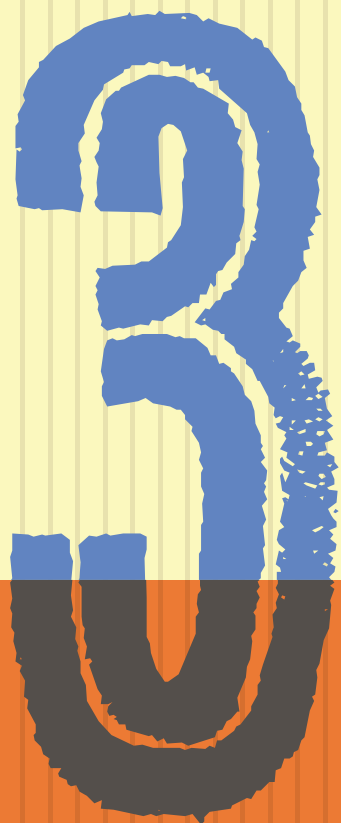
Is the Investment into the Athabasca Regional Multiplex, the Nancy Appleby Theatre and Sports Fields Worthwhile?



ABOUT THE SURVEY RESPONDENTS

Of the 819 responses, 51% were from Athabasca County while 37% were from the Town of Athabasca. 6% indicated they were from "other", 5% were from a summer village in the County and 2% were from the Village of Boyle.

61% of respondents were aware of ARMS while 34% were not aware and 5% were unsure.



FOUNDATIONS

The following vision, mission, and values have been crafted by ARMS leadership in a 2025 market context.

The vision for ARMS is a high level statement of what the ideal future looks like.

People in the Athabasca Region are happy, healthy, and connected to each other and their community. Everyone sees themselves as valued participants in essential recreation and culture opportunities that are provided by ARMS and the spaces and places that are stewarded by the Society are welcoming, inclusive, safe, functional, and meet modern user expectations.

The following mission communicates what ARMS does and who ARMS serves.

ARMS provides quality recreation and cultural services that enrich the Region, meet community needs, and help the Town and the County achieve their strategic goals and intentions. Through diverse programming, exceptional facilities, and a vibrant theater space, we promote active lifestyles, personal growth, creative expression, and meaningful connections for residents and visitors across the region. ARMS strives to address as much community need as possible given the resources available and does so in a way that represents the unique characteristics of the Athabasca region and is reflective of leading practices in the recreation and culture sector.

99% of respondents indicated that the Athabasca Regional Multiplex is either very (91%) or somewhat (8%) important.

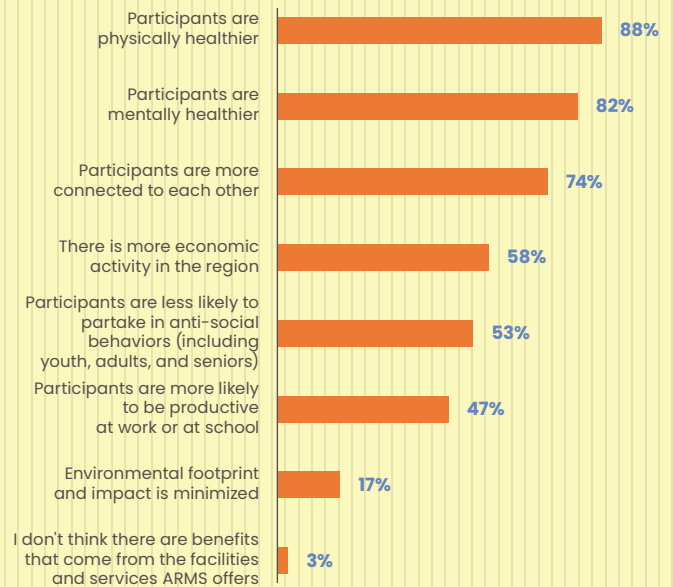
88% of respondents indicated that the Nancy Appleby Theatre is either very (60%) or somewhat (28%) important.



The following values of ARMS are the guiding principles through which decision-making and action occurs. These lens' help to ensure that all relevant considerations are taken into account when directly providing or facilitating recreation and culture opportunities. These are presented in order of importance to ARMS.

1. **Participation;** ARMS is focused on increasing participation in programs and services as much as possible. 
2. **Data driven;** ARMS strives to gather quality data about ARMS assets, programs, and services and uses that data to make informed decisions. 
3. **Partnership and collaboration;** ARMS works with partners where possible to help leverage investment and broaden the impact of public investment. 
4. **Access for all;** ARMS programs and services are as accessible to as many regional residents and visitors as possible. 
5. **Environment;** ARMS projects and initiatives aim to reduce the environmental impact of its operations. 
6. **Financial accountability and efficiency;** ARMS aims to optimize Town and County investment, increasing revenues and reducing expenses while reducing the cost per use / user of programs and services wherever possible. 
7. **Innovation and creativity;** ARMS is a leader in developing innovative and creative ways to educate, connect, and activate people and deliver programs and services. 
8. **Equity and inclusion;** ARMS is focused providing recreation and culture opportunities to the portions of the population that can benefit most from them. 

Benefits of the Work ARMS Offers



This vision, mission, and values will help the ARMS Board and administration make impactful and important decisions moving forward. They also are key to the rationale behind the following recommendations. **It is recommended that ARMS adopt this vision, mission and values** and refer to them as needed.



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4

SERVICE DELIVERY FOCUS AREAS

Service delivery is about how ARMS offers recreation and culture opportunities to residents and visitors of the region. It includes how facilities and spaces are designed, constructed, operated, and maintained as well as how those facilities and spaces are animated. In some cases, animation is facilitated by ARMS staff and in other cases ARMS provides the space for others to do so. The following service delivery recommendations have been made based on the information gathered to conduct this Strategic Plan and under the guidance of the Society Board and administration and are organized into governance, policy and research, and programming considerations.

GOVERNANCE

Although ARMS has been successful in operating and animating the facilities and spaces it is entrusted with, it has done so without a formal partnership agreement in place. **It is recommended that a master agreement be developed for the ARMS partnership** so that roles and responsibilities, expectations, and other important operational and decision-making parameters are captured and remain top of mind even as Board members or administration change.

61% of respondents were aware of ARMS while 34% were not aware and 5% were unsure.

ARMS is a product of a successful partnerships between the Town and the County. This partnership needs to be continually nurtured and developed. The partnership is currently embodied with the ARMS Society Board and although this forum has proven successful, **it is recommended that this relationship should also involve a gathering of all Elected Officials from both municipalities at least once on an annual basis** to broaden understanding, celebrate successes, and create more awareness of ARMS and the value it offers.

POLICY AND RESEARCH

There are two main ways that ARMS can control the use of the facilities and spaces it stewards and influence how that use occurs. These include how fees are set for users and how time is allocated in facilities and spaces. **It is recommended that ARMS ensure it has up to date and agreed to user fee and allocations policies in place** that the Society Board and administration are comfortable with and that help ARMS achieve its strategic objectives.

As the leading provider of publicly funded recreation and culture services in the region, ARMS is expected to understand community need and demand for these essential community services. Although indications of community need and demand come from the operations of facilities and spaces and interaction with users, a more formal recreation and culture needs assessment process and cycle

would provide a venue for community engagement, trends, demographics, and leading practices to influence ARMS decision-making and action. **It is recommended that ARMS develop a consistent process for exploring recreation and culture needs and implement the process on an agreed to cycle** to better inform decision-making and action of the Society as well as the Town and County.

The development of this Strategic Plan is an important part of ARMS governance and direction setting. **It is recommended that this Strategic Plan should be revisited on a 5 year cycle (at least) or when new information becomes available.** It would be key to revisit this Strategic Plan after each recreation and culture needs assessment is conducted.



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PROGRAMMING

ARMS provides direct programming and also enables other groups to do so at ARMS facilities and spaces. Based on the foundations outlined herein, **the following could be considered by ARMS when investing in programming.**

- Programming and opportunities that **directly target underserved, equity-deserving facets of the population.**
- Programming and opportunities that **advance truth and reconciliation efforts.**
- Programming and opportunities that **heighten awareness of and promote environmentally friendly practices.**
- Programming and opportunities that **mitigate as many barriers to participation as possible** such as focusing on a variety of skill levels, offering opportunities throughout the day (and possible night), and ensuring there are affordable (or free) opportunities available on a consistent basis.
- Efforts that focus on **building capacity amongst the user groups that provide programs and opportunities in ARMS facilities and spaces** so that they are more likely to be sustainable, successful, and aligned with the values of the Society.

ARMS already invests in promotions and marketing of recreation and culture opportunities in the region. Although effective, more can always be done in this area and **it is recommended that the Society develop a formal promotions and marketing plan, implement it and monitor it so that awareness of both opportunity and the value of participation is heightened.**

For more ideas on how to advance recreation and culture in the Region, the Framework for Recreation in Canada offers guidance that has been developed by recreation and culture leaders from across Canada.

“Not being interested in what the facility (Multiplex or Theatre) has to offer” was a common barrier to participation mentioned in the survey.



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Infrastructure FOCUS AREAS

ARMS is responsible for the operations and stewardship of millions of dollars of public investment. This responsibility cannot be taken lightly and of utmost importance is making sure existing facilities and spaces are operated and maintained in an appropriate way. Prudent Asset Management practices are in place for ARMS with the development of the Asset Management Policy. **It is recommended ARMS continue to implement its Asset Management Policy and work to ensure that the program is funded appropriately by the Town, County, and other sources if applicable.**

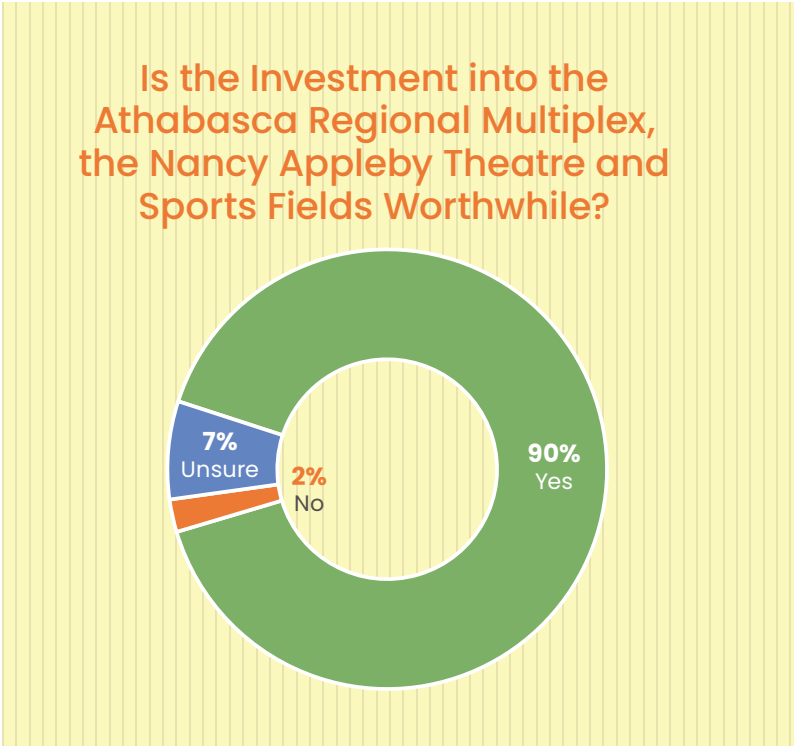
As ARMS undertakes recreation and culture needs assessment, it is likely that demands for new or repurposed facilities and spaces will emerge. **It is recommended that a Regional Recreation and Culture Master Plan be developed in response to the results of a recreation and culture needs assessment and that the Master Plan be revisited every time a needs assessment is conducted.** The Master Plan will provide guidance on investment in infrastructure as well as providing more depth and breadth to the recommendations made in this and future strategic plans. It should also outline a process as to how ideas for new or repurposed facilities and spaces are assessed and what information is required to do so (feasibility assessment).

Some potential new ideas and projects related to emerged during the development of this Strategic Plan. These are presented as follows and are subject to further assessment as to how they relate to overall regional recreation and culture needs and to more detailed feasibility considerations such as operational and capital costs.

The following are not presented in rank order and are merely ideas that may or may not warrant further explorations.

- The addition of an RV campground on the existing Multiplex site.
- The expansion of day care facilities at the multiplex and possibly other sites in the region.
- Improved directional and facility and site signage throughout the region.
- The addition of solar panels at the Multiplex.
- A redesign of the lobby area in the Multiplex to better control usage in different parts of the facility.
- Potential reprogramming of the curling rink to get more use out of the space.

ARMS will need to decide how (or if) these ideas are further explored, as well as others that may emerge through a recreation and culture needs assessment in future master planning and feasibility analysis.





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Implications

There are implications to following the recommendations and actions outlined herein. These implications entail both financial and human resource investment. The elements of what’s contemplated herein with the most significant impact are outlined as follows.

Asset management will likely be the most challenging recommendation made in this Strategic Plan as it requires capital investment. The Canadian Infrastructure Report Card suggests that 1.7%-2.5% of modern replacement value should be contributed to a life cycle reserve fund each year to ensure facilities like the Multiplex can be sustained over time. As an example, if the replacement value of the Multiplex is \$90M then \$1.5M to \$2.25M should be contributed each year to a fund to sustain it. Although this is not realistic for most municipally owned facilities, it does related the significant impact that prudent asset management can have on municipal operating budgets.

Although the current operational cost and required investment related to ARMS is covered by both the Town and County, these operational costs should be expected to increase on an annual basis likely at a higher rate than associated facility and space revenues. This means that more investment will be required to simply maintain existing service levels and it also means that should financial limitations exist, ARMS made need to adjust current service levels to adapt.

The planning processes outlined herein will likely require third party help. The following table outlines budgets ranges for different types of planning that could be undertaken in 2025 dollars.

Planning process	Low budget	High budget
Strategic plan development	\$10,000	\$30,000
Recreation and culture needs assessment	\$50,000	\$70,000
Recreation and culture master plan	\$30,000	\$60,000
Project specific feasibility analysis	\$50,000	\$100,000

Each of these planning process may be required at different times or stages of implementation.

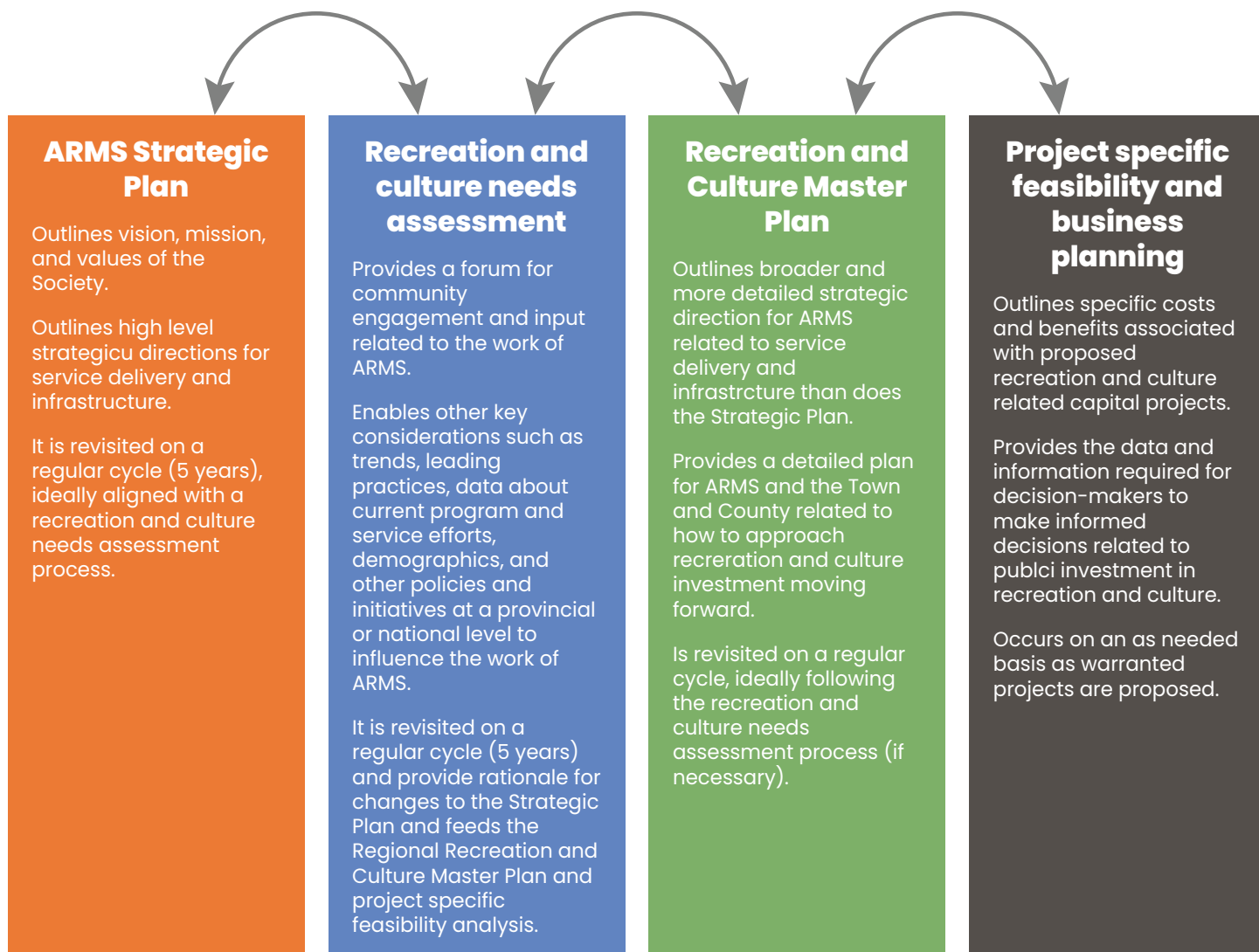


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Implementation

The following images outlines how this Strategic Plan interacts with and is informed by other important elements of recreation and culture planning. Some of these other aspects of planning will undoubtedly become part of Strategic Plan implementation moving forward.



Implementing the planning approach outlined will help ARMS take a more methodical approach to assessing need and reacting to it and also enable other partners and contributors to understand how the work of ARMS is informed and how it can be influenced.

Specifically related to the recommendations outlined herein, the following table outlines how each recommendation could materialize over time.

Recommendation	Timing (short/mid/long-term)	Investment required (high/medium/low)
It is recommended that ARMS adopt the vision, mission and values outlined herein.	short	low
It is recommended that a master agreement be developed for the ARMS partnership.	short	low
It is recommended that a gathering of all Elected Officials from both municipalities occur at least once on an annual basis that focuses on the work of ARMS.	short	low
It is recommended that ARMS ensure it has up to date and agreed to user fee and allocations policies in place.	long	low
It is recommended that ARMS develop a consistent process for exploring recreation and culture needs and implement the process on an agreed to cycle.	short	medium
It is recommended that the Society develop a formal promotions and marketing plan, implement it and monitor it so that awareness of both opportunity and the value of participation is heightened.	mid	low
It is recommended ARMS continue to implement its Asset Management Policy and work to ensure that the program is funded appropriately by the Town, County, and other sources if applicable.	short	high
It is recommended that a Regional Recreation and Culture Master Plan be developed in response to the results of a recreation and culture needs assessment.	mid	Medium
It is recommended that this Strategic Plan should be revisited on a 5 year cycle (at least) or when new information becomes available.	long	low

The achievement of these recommendations should be reported on and celebrated on a regular basis.

In addition to these specific steps, measuring the broader performance of ARMS could be achieved by revisiting the following on an annual basis.

1. Community satisfaction (through a survey)
2. Overall financial investment required (total investment made by the Town and County)
3. Overall facility visits (total and investment per user)
4. Total swim visits (total and investment per user)
5. # of registered programs
6. % utilization of the arena, field house, theatre, and curling rink
7. Overall hours booked for all diamonds and the pool

ARMS now has a contemporary foundation upon which to make decisions and act. It has a program of important planning that could be undertaken to enhance the benefits of recreation and culture in the region and it has some ideas to test moving forward related to how it delivers services and plans and provides infrastructure.

92% of respondents were either very (55%) or somewhat (37%) satisfied with the Athabasca Regional Multiplex.



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From: Rhonda Alix, General Manager
To: ARMS Board
Date: January 27, 2025
Subject: 2024 Proposed Capital Budget

Background

- Administration prepared the 2025 Capital Budget which was approved on September 16, 2024, with the following motion:
Motion by "Director Balay to approve the 2025 proposed capital budget at \$225,000.00 from each municipality."

Motion Carried

Attachments

- September 16, 2024, Approved ARMS Board Meeting Minutes
- Motions from the Town of Athabasca and Athabasca County Council's
- September 16, 2024, Briefing Note with 2025 Approved Capital Budget
- September 16, 2024, Asset Management Plan Presentation
- ARMS Policy 500-032 – Operational and Capital Budgets
- Town of Athabasca Policy C-FIN-OPE-1 - Operational Grant Funding
- Athabasca County Policy 2611 – ARMS Operational Assistance
- Athabasca County and Town of Athabasca Theatre Agreement

Discussion

- At the December 17th, 2024 – **Town of Athabasca** Council meeting the following motion was carried:
 - Motion by Councillor Pacholok, "THAT COUNCIL APPROVE NINE HUNDRED EIGHTY-FIVE THOUSAND DOLLARS (\$985,000.00) FOR THE ATHABASCA REGIONAL MULTIPLEX SOCIETY'S 2025 OPERATING BUDGET AND NINETY THOUSAND DOLLARS (\$90,000.00) FOR THE 2025 CAPITAL BUDGET."

MOTION CARRIED UNANIMOUSLY

- At the January 14th, 2025 – **Athabasca County** Council meeting the following motion was carried:
 - "That County Council direction administration that payments to ARMS for capital budget of the Athabasca Regional Multiplex does not exceed payments made by the Town of Athabasca. County funding is for exclusive use of the Athabasca Regional Multiplex."

- ARMS Policy 500-032 states:
 - "5. Upon approval by the Society Board of Directors if either of the budgets requested amount exceeds the agreed membership policy the GM will seek approval from each member before official approval is given.
 - 6. The Society will ask that each membership commit to half (50%) of the budgeted operating deficit.
 - 7. The Society will ask that each Membership commit to a minimum \$50,000.00 capital budget on an annual basis."
 - Neither of the members' policies have a minimum dollar amount listed in their policies for Operational or Capital Funding.
- **ARMS cannot proceed with only \$180,000.00 in total Capital funding from our members.**
- **2025 Capital Budget amounts already purchased:**
 - The Aquatic Centre upgrades, half paid for by the ACI grant - ARMS cost \$127,040.65.
 - We have purchased the Ride-on Floor Scrubber for \$21,000.00.
 - Low wattage ballast cost is reduced by \$7,500.00 with the Fortis Grant – new ARMS budget cost is \$7,500.00.
 - Multiplex Boiler Chimney cost is reduced by \$25,000.00 with the ALPAC Grant – new ARMS budget cost is \$5,816.10.
 - These projects/purchases total is \$168,356.75 which leaves us \$11,643.25 in Capital Funding for the remainder of the year.
- The Curling Rink Dehumidification purchase is included in the CFEP matching grant total of \$125,000.00. ARMS matching portion will be taken out of Capital Reserves.
 - Administration will check to see if the Ride-on Scrubber can replace the tractor portion of the grant.

Recommendation

- Motion to accept the information as presented and proceed with the 2025 Capital Budget as approved on September 16, 2024.



General Manager – Rhonda Alix

**Athabasca Regional Multiplex Society 2024
September 16, 2024
Combined Meeting Room**

PRESENT: Directors Ashtin Anderson, Brian Hall (alternate), Camille Wallach, Darlene Reimer, Jon LeMessurier, Natasha Kapitaniuk and Rob Balay (alternate).

General Manager Rhonda Alix, Facility Manager Tim Wolfenberg, Aquatic Supervisor Dylan Zilinski and Administration Supervisor Cheryl Ruthven.

ABSENT: Director Dave Pacholok and Concession Supervisor Tim Festeryga.

MEMBER OF THE PUBLIC: Town of Athabasca CAO Rachel Ramey.

**1.0
Call to Order** Chair Anderson called the meeting to order at 9:36 a.m.

**2.0
Approval of
Agenda**

#24-92 Motion by Director Kapitaniuk to approve the September 16, 2024, General Meeting agenda with the following addition:

9b) Section 24 (1) FOIP Act – Advice from Officials

Motion Carried Unanimously.

**3.0
Minutes of
Previous
Meeting**

a) Approval of July 15, 2024, General Meeting Minutes

#24-93 Motion by Director Reimer to approve the July 15, 2024, General Meeting minutes as presented.

Motion Carried Unanimously.

**4.0
Financial
Report**

a) Financial Statement

General Manager Alix presented the Financial Statements as of July 31, 2024.

#24-94 Motion by Director LeMessurier to accept the financial information as presented.

Motion Carried Unanimously.

5.0 Manager Reports

a) General Manager, Facility Manager, and Aquatic and Concession Supervisor Reports

General Manager Rhonda Alix discussed the General Manager's report and the Concession Supervisor Report.

Facility Manager Tim Wolfenberg discussed the Facility Manager's report.

Aquatic Supervisor Dylan Zilinski discussed the Aquatic Supervisor's report.

#24-95 Motion by Director Wallach to direct Administration to bring back a business case for regular scheduled movie nights at the theatre.

Motion Carried Unanimously.

#24-96 Motion by Director Reimer to accept the reports as presented.

Motion Carried Unanimously.

6.0 Follow up Business

a) Strategic Planning

Meeting dates with Mike Roma from RC Strategies set for Wednesday October 2, 2024 at 9:30 a.m. and Thursday October 17, 2024 at 9:30 a.m.

#24-97 Motion by Director LeMessurier to accept the verbal information as presented.

Motion Carried Unanimously.

**Athabasca Regional Multiplex Society 2024
September 16, 2024
Combined Meeting Room**

b) Security Quotes

Administration was asked to obtain quotes for security services from September to June and bring comparatives from three other facilities.

#24-98 Motion by Director Wallach to accept as information at this time.

Motion Carried Unanimously.

c) Demographic Survey Results

#24-99 Motion by Director Balay to direct Administration to make an official request on behalf of the Board of Directors, that User Groups report what municipalities their members reside in by November 1, 2024.

Motion Carried Unanimously.

Chair Anderson declared a recess at 10:20 a.m.
Meeting reconvened at 10:31 a.m.

**7.0
New
Business**

a) CFEP Small Grant

ARMS was approved for the CFEP Small Grant through the Government of Alberta.

#24-100 Motion by Director Balay to direct Administration to purchase the curling rink dehumidification unit with air conditioning using capital reserves for 50% of the costs.

Motion Carried Unanimously.

b) GICB Program

The GICB Program has announced a new intake. Submission deadline is October 16, 2024.

#24-101 Motion by Director LeMessurier to direct Administration to work with the Town of Athabasca and Athabasca County to submit a GICB Program application for Solar PV and other energy efficient improvements.

Motion Carried Unanimously.

**Athabasca Regional Multiplex Society 2024
September 16, 2024
Combined Meeting Room**

c) Asset Management Plan

Administration presented the Asset Management Plan to the Board.

#24-102 Motion by Director Wallach to direct Administration to prepare delegation to both members' councils to present the Asset Management Plan as amended.

Motion Carried Unanimously.

b) DRAFT Capital Assets and Management Policy

#24-103 Motion by Director Kapitaniuk to adopt the Asset Management Plan Policy Number 500-037 as amended.

Motion Carried Unanimously.

c) Corporate Discount Program

ARMS Corporate Discount Program requires a minimum of 5 employee membership applications to be submitted for the 20% corporate discount to be activated.

#24-104 Motion by Director Wallach to amend the Corporate Discount Program to be available for any business with 5 or more employees.

Motion Carried Unanimously.

d) Facility Rental Statistics

Administration presented the facility utilization and user group rental statistics.

#24-105 Motion by Director LeMessurier to accept information as presented.

Motion Carried Unanimously.

e) 2025 Proposed Budget

i) 2025 Proposed Organizational Chart

ARMS Organizational Chart is updated yearly during the Budget process. The Organizational Chart shows our current employee structure and roles. Administration is not proposing any changes for 2025.

#24-106 Motion by Director Reimer to approve the 2025 ARMS Organizational Chart as presented.

Motion Carried Unanimously.

**Athabasca Regional Multiplex Society 2024
September 16, 2024
Combined Meeting Room**

ii)2025 Proposed Facility Rates

Facility rental rates are reviewed yearly by the Board during the Budget process.

#24-107 Motion by Director Kapitaniuk to table the 2025 Proposed Facility rental rates until after the Strategic Planning meetings.

Motion Carried Unanimously.

iii)2025 Proposed Membership Rates

Membership Rates are reviewed yearly by the Board during the Budget process.

#24-108 Motion by Director Kapitaniuk to table the 2025 Proposed Membership Rates until after the Strategic Planning meetings.

Motion Carried Unanimously.

iv)2025 Proposed Advertising Rates

Advertising rates are reviewed yearly by the Board during the Budget process.

#24-109 Motion by Director Wallach to approve the 2025 Advertising Rates with a 3% increase rounded to the nearest \$1.00 effective April 1, 2025.

Motion Carried Unanimously.

Chair Anderson declared a recess at 12:06 p.m.
Meeting reconvened at 12:57 p.m.

v)2025 Proposed Operating Rates

Administration prepared the 2025 Draft Operating Budget.

#24-110 Motion by Director Wallach to approve the 2025 Draft Operating Budget as presented with a 3% Cost of Living Adjustment (COLA).

Motion Carried Unanimously.

**Athabasca Regional Multiplex Society 2024
September 16, 2024
Combined Meeting Room**

vi)2025 Proposed Capital Budget

#24-111 Motion by Director Balay to approve the 2025 proposed capital budget at \$225,000.00 from each municipality.

Motion Carried.

**9.0
In Camera**

- a) Section 27 (1) FOIP Act – Legal
- b) Section 24 (1) FOIP Act – Advice from Officials

#24-112 Motion by Director Wallach to go in camera at 1:36 p.m.

Motion Carried Unanimously.

Member of the Public, Facility Manager Tim Wolfenberg and Aquatics Supervisor Dylan Zilinski left the meeting at 1:36 p.m. and did not return.

#24-113 Motion by Director LeMessurier to come out of camera at 1:53 p.m.

Motion Carried Unanimously.

#24-114 Motion by Director Wallach to accept the information as discussed for 9a.

Motion Carried Unanimously.

#24-115 Motion by Director Balay to accept the information as discussed for 9b.

Motion Carried Unanimously.

**10.0
Next
Meeting**

Next meeting October 16, 2024, at 9:30 a.m.

**11.0
Adjournment**

Meeting adjourned at 1:53 p.m.

Athabasca Regional Multiplex Society
2 University Drive
Athabasca, AB T9S 0A3

Sent Via Email

December 19, 2024

RE: Operating and Capital Budgets

At the Town of Athabasca's Regular Council Meeting held December 17th, 2024, the following motion was carried:

Motion by Councillor Pacholok, "THAT COUNCIL APPROVE NINE HUNDRED EIGHTY-FIVE THOUSAND DOLLARS (\$985,000.00) FOR THE ATHABASCA REGIONAL MULTIPLEX SOCIETY'S 2025 OPERATING BUDGET AND NINETY THOUSAND DOLLARS (\$90,000.00) FOR THE 2025 CAPITAL BUDGET."

MOTION CARRIED UNANIMOUSLY

If you have any questions, please contact the undersigned at 780-675-2063 or [REDACTED]

Sincerely,

[REDACTED]

Rachel Ramey, CLGM
Chief Administrative Officer
Town of Athabasca

/pm



Outlook

ARMS Capital Funding

From

[REDACTED]

Date Wed 2025-01-15 8:27 AM

To

[REDACTED]

Good morning Rachel and Rhonda

At yesterday's meeting, Council passed the following motion:

"That County Council direction administration that payments to ARMS for capital budget of the Athabasca Regional Multiplex does not exceed payments made by the Town of Athabasca. County funding is for exclusive use of the Athabasca Regional Multiplex."

Bob Beck, CLGM
Chief Administrative Officer
Athabasca County
Phone: 780 675-2273
Fax: 780 675-5512

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From: Rhonda Alix, General Manager
To: ARMS Board
Date: September 16, 2024
Subject: 2025 Proposed Capital Budget

Background

- Administration prepared the 2025 Proposed Capital Budget.

Attachments

- 2025 Proposed Capital Budget
- Future Capital projects timeline

Discussion

- 2025 Capital Budget
 - Applied for the ACI Grant for the Aquatic Centre boilers and pumps. This is a 50% matching grant.
 - The Aquatic Boilers are a part of the GICB Grant numbers as well as the capital with ACI grant.
 - The original Multiplex building and Theatre require a lot of repairs as both facilities are aging.
- Capital Reserve Amount as of August 31, 2024:
 - \$264,689.17
- Town and County Capital amount is \$225,000.00 each.

Recommendation

- Motion to approve the 2025 Proposed Capital Budget as presented.



General Manager – Rhonda Alix

Athabasca Regional Multiplex 2025 Capital Budget

Presented: September 16, 2024

Costs do not include GST

Priority	Item Description	Area	Building or Operational	Total Cost	Potential Grant Rebate**	Multiplex Cost	Actual Cost	Approved / Removed
	2025 Capital Projects if Grant Application is successful							
	Grant Projects							
1	Solar PV with 4 Boilers (rebate 80% of total costs-not incl GST) **Note: we will have to pay total costs upfront, after the project is completed, we will submit the rebate application	All Sections of the Multiplex	Building	\$ 1,461,082.00	\$ 1,168,865.60	\$ 292,216.40		
1	4 Boiler Cost - DEE-Jay Plumbing & Heating		Building	\$ 1,045,000.00	\$ 836,000.00	\$ 209,000.00		
1	Consulting fee			???		???		
	Total Solar PV with 4 Boilers Grant Project			\$ 2,506,082.00	\$ 2,004,865.60	\$ 501,216.40		
	1/2 allocated to the Town of Athabasca and Athabasca County					\$ 250,608.20		
2025	Capital Reserve Fund Allocation							
	Proposed 2025 Capital Projects							
1	Fitness & Aquatic Centre Boilers (2)	Pool Mechanical	Building	\$ 200,602.70	\$ 100,301.35	\$ 100,301.35	Applied for ACI grant	
1	Pool Pumps 25HP, 7.5HP, 15HP - all pool pumps	Pool Mechanical	Building	\$ 53,478.60	\$ 26,739.30	\$ 26,739.30	Applied for ACI grant	
1	Roof Repairs - yearly maintenance	All roof sections	Building	\$ 6,500.00		\$ 6,500.00		
1	Roof Repairs 2025	All roof sections	Building	\$ 23,500.00		\$ 23,500.00		
1	Roof Maintenance	Theatre	Building	\$ 5,000.00		\$ 5,000.00		
1	Theatre Repainting	Theatre	Building	\$ 15,000.00		\$ 15,000.00		
1	Low wattage ballast	All Multiplex Areas	Building	\$ 15,000.00		\$ 15,000.00	Energy saving initiative	
1	Annual Fire System Testing & Repairs	All Multiplex Areas	Building	\$ 10,000.00		\$ 10,000.00		
1	Annual Fire system Testing & Repairs	Theatre	Building	\$ 5,000.00		\$ 5,000.00		
1	Multiplex Boiler Chimney	All Multiplex Areas	Building	\$ 30,816.10	\$ 15,408.05	\$ 15,408.05	Half the cost with one stack being completed in 2024	
1	Home Plate Repairs Clay (Est)	Ball Diamonds	Building	\$ 7,500.00		\$ 7,500.00		
1	Arena/Curling Rink Brine Headers	Arena/Curling Rink	Building	\$ 80,000.00		\$ 80,000.00		
	Building Capital Subtotal			\$ 372,397.40	\$ 142,448.70	\$ 309,948.70	\$ -	
1	CCTV Upgrades	All Multiplex Areas	Operational	\$ 30,000.00		\$ 30,000.00		
1	Ride-on Floor Scrubber	Lobby/Fieldhouse	Operational	\$ 67,000.00		\$ 67,000.00		
1	Inflatables	Fieldhouse	Operational	\$ 20,000.00		\$ 20,000.00		
1	Office Computers	Administration	Operational	\$ 5,000.00		\$ 5,000.00		
1	Event Tables 6 & 8 footers	Meeting rooms/event spaces	Operational	\$ 5,000.00		\$ 5,000.00		
1	Chair racks (black chairs)	Meeting rooms/event spaces	Operational	\$ 5,000.00		\$ 5,000.00		
1	Consultant Building structure	All Multiplex Areas	Operational	\$ 5,000.00		\$ 5,000.00		
	Operational Capital Subtotal			\$ 137,000.00	\$ -	\$ 137,000.00	\$ -	
	Total Capital Projects Costs in 2025			\$ 509,397.40	\$ 142,448.70	\$ 446,948.70		
2025	1/2 allocated to the Town of Athabasca and Athabasca County			\$ 254,698.70		\$ 223,474.35	\$ -	

2025 Capital Budget requested amounts from our members \$ 225,000.00

2025 Surplus amount to be put in the Capital Reserve Fund \$ 3,051.30

Athabasca Regional Multiplex Future Capital Projects

Presented: September 16, 2024

Costs are Estimated

Projected Year	Item Description	Area	Building or Operational	Total Cost	Comments
2025	Arena Dehumidification Unit	Arena	Building	\$ 225,000.00	
2025	Asphalt repairs	Outdoor Maintenance	Building	\$ 25,000.00	
2025	Auto flush valves x 25	Multiplex washrooms	Building	\$ 25,000.00	Water Saving initiative
2025	Counter Tops (est.) All areas	All Multiplex Areas	Building	\$ 20,000.00	
2025	Duct Cleaning/high dusting	Pool	Building	\$ 15,000.00	
2025	HVAC repairs	Chiller/Pool Heat Exchanger	Building	\$ 25,000.00	
2025	New back door **estimated	Theatre	Building	\$ 7,000.00	
2025	Pool hvac pumps	Pool and fitness	Building	\$ 15,000.00	
2025	Pot lights	Theatre	Building	\$ 15,000.00	
2025	Consultant Engineering	Hot water tanks /Seresco	Operational	\$ 5,000.00	
2025	TOTAL			\$ 377,000.00	
2026	Backup generator	All Multiplex Areas	Building	\$ 65,000.00	
2026	Fitness repairs/updates	Pool	Operational	\$ 6,000.00	
2026	Bench/Platform/Punching bag/Adductor	Fitness	Operational	\$ 25,000.00	
2026	Inverted Leg Press	Fitness	Operational	\$ 6,000.00	
2026	Water inflatables/yoga mats	Pool	Operational	\$ 33,000.00	
2026	Annual Fire System Testing	All Multiplex Areas	Building	\$ 10,000.00	
2026	Annual Fire system Testing	Theatre	Building	\$ 5,000.00	
2026	Curling Rink carpet	Curling Rink	Building	\$ 20,000.00	
2026	Fire System Replacement	Theatre	Building	\$ 100,000.00	
2026	Fitness Equipment - Assault Bike Pro and Hammer Strength HD Air Bike	Fitness	Operational	\$ 5,202.75	
2026	Hockey Rink dehumidification Unit	Arena	Building	\$ 250,000.00	
2026	Ice Plant Compressor rebuild	Arena	Building	\$ 60,000.00	
2026	Lunch tables and concession tray/ garbage	Lobby	Operational	\$ 20,000.00	
2026	Multiplex Boiler Replacement	All Multiplex Areas	Building	\$ 175,000.00	
2026	Outdoor Fencing (\$25per linear foot installed)	Exterior Arena Compound & Interior Stairwells	Building	\$ 5,000.00	
2026	R/O Water System**water saving initiative	Curling Rink	Operational	\$ 10,000.00	
2026	Roof Repairs	Yearly maintenance	Building	\$ 6,500.00	
2026	Roof top unit	Theatre	Building	\$ 15,000.00	
2026	Water inflatables/yoga mats	Pool	Operational	\$ 33,542.25	
2026	Various Kitchen Equipment	Kitchen	Operational	\$ 5,000.00	
2026	Dolphin	Pool	Operational	\$ 3,400.00	
2026	Handicap ramp for stage estimated	Theatre	Building	\$ 4,000.00	
2026	Repainting waterslide stairs	Pool	Building	\$ 2,000.00	
2026	Sandblasting waterslide stairs	Pool	Building	\$ 3,500.00	
2026	Mixing Valves + Install Costs	Arena/Upstairs Hallway	Building	\$ 4,500.00	
2026	TOTAL			\$ 872,645.00	
2027	Consultants (BCP/Emergency plan)	All Multiplex Areas	Operational	\$ 20,000.00	
2027	Annual Fire System Testing	All Multiplex Areas	Building	\$ 10,000.00	
2027	Annual Fire system Testing	Theatre	Building	\$ 5,000.00	
2027	Carpet replacement	Theatre	Building	\$ 50,000.00	
2027	Changeroom lockers replace	Pool	Building	\$ 30,000.00	
2027	Fieldhouse Floor Resurfacing	Fieldhouse	Building	\$ 247,464.00	
2027	Roof Repairs	Yearly maintenance	Building	\$ 6,500.00	
2027	Roof Replacement	Admin/Daycare 4.1	Building	\$ 140,000.00	
2027	Roof Replacement	Admin/Daycare 4.1	Building	\$ 140,000.00	
2027	Blinds/Shades for Aces Room/fitness/pool	Aces Room	Building	\$ 8,000.00	
2027	Electric Zamboni	Arena	Operational	\$ 200,000.00	
2027	TOTAL			\$ 856,964.00	
2028	Annual Fire System Testing	All Multiplex Areas	Building	\$ 10,000.00	
2028	Annual Fire system Testing	Theatre	Building	\$ 5,000.00	
2028	Electric Ice Edger	Arena	Operational	\$ 7,600.00	
2028	Roof Repairs	Yearly maintenance	Building	\$ 6,500.00	
2028	Roof Replacement	Lounge 6.1	Building	\$ 215,000.00	
2028	Washroom Upgrades	Theatre	Building	\$ 30,000.00	
2028	Zamboni	Arena	Building	\$ 200,000.00	
2028	Various Kitchen Equipment	Kitchen	Operational	\$ 5,000.00	
2028	TOTAL			\$ 479,100.00	

Athabasca Regional Multiplex Future Capital Projects

Presented: September 16, 2024

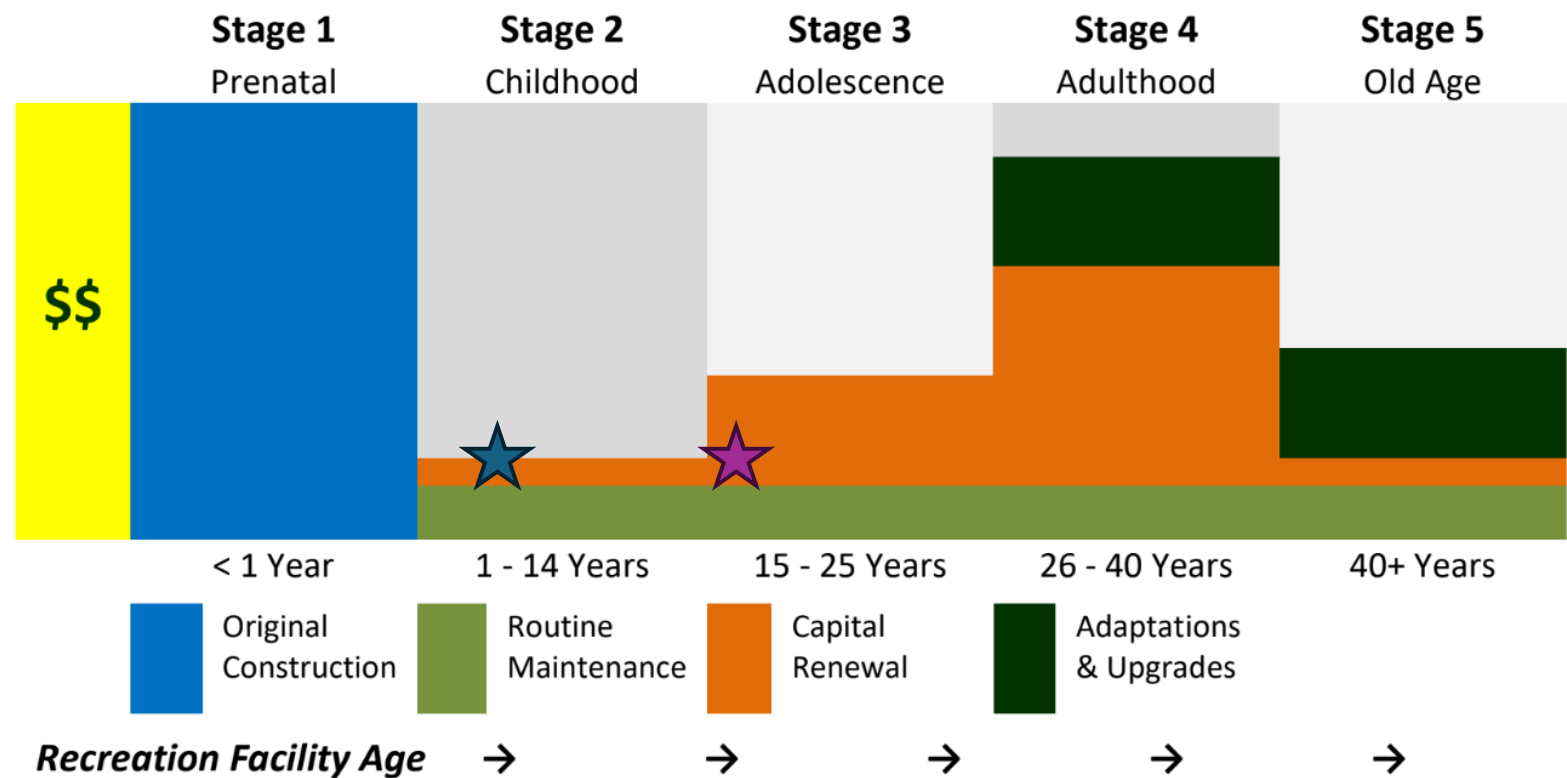
Costs are Estimated

Projected Year	Item Description	Area	Building or Operational	Total Cost	Comments
2029	Annual Fire System Testing	All Multiplex Areas	Building	\$ 10,000.00	
2029	Annual Fire system Testing	Theatre	Building	\$ 5,000.00	
2029	Roof Repairs	Yearly maintenance	Building	\$ 6,500.00	
2029	Roof Replacement	Zamboni Room 5.1	Building	\$ 92,000.00	
2029	Roof Replacement	Zamboni Room 5.1	Building	\$ 92,000.00	
2029	Roof top unit replacement x2	Admin/Lobby	Building	\$ 250,000.00	
2029	TOTAL			\$ 455,500.00	
2030	Annual Fire System Testing	All Multiplex Areas	Building	\$ 10,000.00	
2030	Annual Fire system Testing	Theatre	Building	\$ 5,000.00	
2030	Fieldhouse Floor Replacement	Fieldhouse	Building	\$ 275,000.00	
2030	Replacement Seating	Theatre	Building	\$ 350,000.00	seats are 44 years
2030	Roof Repairs	Yearly maintenance	Building	\$ 6,500.00	
2030	Roof Replacement	Main Entrance	Building	\$ 17,000.00	
2030	Roof Replacement	Main Entrance	Building	\$ 17,000.00	
2030	Roof top unit replacement x2	Meeting Room/Fieldhouse	Building	\$ 250,000.00	
2030	Spare Pool Pump 15HP	Pool Mechanical	Building	\$ 8,000.00	
2030	Spare Pool Pump 25HP	Pool Mechanical	Building	\$ 13,000.00	
2030	Spare Pool Pump 7.5HP	Pool Mechanical	Building	\$ 7,000.00	
2030	TOTAL			\$ 958,500.00	
2031	Curling Rink ice canvas	Curling Rink	Operational	\$ 40,000.00	
2031	Roof Replacement	Fieldhouse Storage 2.1	Building	\$ 74,000.00	
2031	Roof Replacement	Fieldhouse Storage 2.1	Building	\$ 74,000.00	
2031	Roof top unit replacement x2	Kitchen	Building	\$ 250,000.00	
2031	TOTAL			\$ 438,000.00	
2032	Lounge tables and chairs	Lounge	Operational	\$ 150,000.00	
2032	Roof top unit replacement x2	Locker rooms/chiller	Building	\$ 250,000.00	

Athabasca Regional Multiplex Asset Management Overview

Operating is, by far, the most considerable expense in the lifetime value of a recreation facility. Lifetime stages can be thought of as follows:

Figure: Recreation Facility Life Cycle Stages



Athabasca Regional Multiplex Asset Management Overview – database snapshot

Name	Asset Relationship	Purchase Price	Installation Date	Condition	Status	Useful Date	Replacement Date	Replacement Cost
DHU-2	Curling Rink	\$150,000.00	5/1/2008	Very Poor (0-20% Remaining)	Capital	5/1/2025	5/1/2025	\$195,000.00
DHU1	Arena	\$190,000.00	5/1/2008	Very Poor (0-20% Remaining)	Active	5/1/2026	5/1/2026	\$290,000.00
AHU-1 Chiller	Fieldhouse	\$245,000.00	5/1/2008	Poor (20-40% Remaining)	Active	5/1/2028	5/1/2028	\$245,000.00
C2-M	Ice plant	\$45,000.00	5/1/2008	Poor (20-40% Remaining)	Active	5/1/2028	5/1/2028	\$65,000.00
C1-Motor	Ice Plant	\$45,000.00	5/1/2008	Poor (20-40% Remaining)	Active	5/1/2028	5/1/2028	\$65,000.00
UH2	Arena	\$5,000.00	5/1/2008	Fair (40-60% Remaining)	Active	5/1/2028	5/1/2028	\$8,500.00
DHWT-2	Arena	\$18,000.00	5/1/2008	Very Poor (0-20% Remaining)	Active	5/1/2028	5/1/2028	\$28,000.00
DHWT-Pump	Arena	\$3,000.00	5/1/2008	Poor (20-40% Remaining)	Active	5/1/2028	5/1/2028	\$5,000.00
DHWT-1	Arena	\$18,000.00	5/1/2008	Very Poor (0-20% Remaining)	Active	5/1/2028	5/1/2028	\$28,000.00
AHU-4	Meeting Rooms	\$160,000.00	5/1/2008	Poor (20-40% Remaining)	Active	5/1/2028	5/1/2028	\$200,000.00
MAU-1	Locker rooms	\$30,000.00	5/1/2008	Poor (20-40% Remaining)	Active	5/1/2028	5/1/2028	\$45,000.00
MUA-3	Kitchen	\$30,000.00	5/1/2008	Poor (20-40% Remaining)	Active	5/1/2028	5/1/2028	\$45,000.00
AHU-3	Admin Offices & Daycare	\$125,000.00	5/1/2008	Poor (20-40% Remaining)	Active	5/1/2028	5/1/2028	\$150,000.00
MUA-2	Concession	\$30,000.00	5/1/2008	Poor (20-40% Remaining)	Active	5/1/2028	5/1/2028	\$45,000.00
AHU-2	Lounge & Lobby	\$190,000.00	5/1/2008	Poor (20-40% Remaining)	Active	5/1/2028	5/1/2028	\$275,000.00
AHU-1	Fieldhouse	\$250,000.00	5/1/2008	Fair (40-60% Remaining)	Active	5/1/2028	5/1/2028	\$450,000.00
MB2	Multiplex	\$50,000.00	8/1/2008	Poor (20-40% Remaining)	Active	8/1/2028	8/1/2028	\$70,000.00
MB1	Multiplex	\$50,000.00	8/1/2008	Poor (20-40% Remaining)	Active	8/1/2028	8/1/2028	\$70,000.00
DWH1-Pool	Pool & Fitness Centre	\$21,000.00	5/1/2019	Fair (40-60% Remaining)	Active	5/1/2029	5/1/2029	\$100,000.00
C1	Ice plant	\$50,000.00	5/1/2008	Poor (20-40% Remaining)	Active	5/1/2033	5/1/2028	\$80,000.00
UF-2	A	\$10,000.00	5/1/2008	Fair (40-60% Remaining)	Active	5/1/2028	5/1/2028	\$50,000.00

Athabasca Regional Multiplex Asset Management Overview

Asset management for a recreational facility involves efficiently maintaining, upgrading, and utilizing assets to ensure optimal performance, safety, and long-term sustainability. Our plan will focus on the following areas to ensure long-term operational efficiency, user satisfaction, and financial sustainability:

- ✓ Maintenance and Lifecycle Management
- ✓ Cost Efficiency
- ✓ Safety and Compliance
- ✓ User Experience
- ✓ Data-Driven Decision Making
- ✓ Energy Management
- ✓ Risk Management



Athabasca Regional Multiplex Major Equipment Asset Management Plan

Space Category	Room #	Location	Equipment Type	Equipment Detail	Name	Asset Relationship	Purchase Price	Installation Date	Condition	Status	Useful Date	Replacement Date	Replacement Cost	Make	Model	Serial
Arena #1	Ice Plant	Arena	Heating and Cooling (D30)	Pump Motor	Hockey Heat -Motor	Arena	\$5,000.00	5/1/2008	Poor (20-40% Remaining)	Active	5/1/2026	5/1/2023	\$8,000.00	WEG	E143-5JM	
Arena #1	Ice Plant	Arena	Heating and Cooling (D30)	Compressor Cooling Pump	Jacket Pump	Arena	\$3,500.00	5/1/2008	Poor (20-40% Remaining)	Active	5/1/2026	5/1/2023	\$6,500.00	Taco	0013	
Arena #1	Ice Plant	Arena	Heating and Cooling (D30)	Snow Melt Pump	Snow Melt Pump	Arena	\$5,000.00	5/1/2008	Poor (20-40% Remaining)	Active	5/1/2026	5/1/2023	\$8,000.00	Armstrong	4x3x6W	575614
Arena #1	Ice Plant	Arena	Heating and Cooling (D30)	Heat Pump (HP)	Hockey Heat Pump	Arena	\$6,000.00	5/1/2008	Poor (20-40% Remaining)	Active	5/1/2026	5/1/2023	\$10,000.00	Armstrong	426746	
Arena #1	Ice Plant	Arena	Heating and Cooling (D30)	Pump Motor	Hockey Cool-Motor	Arena	\$6,000.00	5/1/2008	Poor (20-40% Remaining)	Active	5/1/2026	5/1/2023	\$10,000.00	WEG	CC209A	CBB1388
Arena #1	Ice Plant	Arena	Heating and Cooling (D30)	Pump Motor	Curling Heat - Motor	Arena	\$5,000.00	5/1/2008	Poor (20-40% Remaining)	Active	5/1/2026	5/1/2023	\$9,000.00	WEG	E143-5JM	
Arena #1	Ice Plant	Arena	Heating and Cooling (D30)	Pump Motor	Snow Melt Pump- Motor	Arena	\$5,000.00	5/1/2008	Poor (20-40% Remaining)	Active	5/1/2026	5/1/2023	\$9,000.00	WEG	E143-5JM	
Arena #1	Ice Plant	Arena	Heating and Cooling (D30)	Brine Pump	Hockey Cool	Arena	\$6,000.00	5/1/2008	Poor (20-40% Remaining)	Active	5/1/2026	5/1/2023	\$10,000.00	Armstrong	6x5x10 4030	576652
Arena #1	Ice Plant	Arena	Heating and Cooling (D30)	Pump Motor	DHWT Pump-Motor	Arena	\$5,000.00	5/1/2008	Poor (20-40% Remaining)	Active	5/1/2026	5/1/2023	\$8,500.00	WEG	B58C	
Arena #1	Ice Plant	Arena	Heating and Cooling (D30)	Pump Motor	Curling Cool-Motor	Arena	\$6,500.00	5/1/2008	Poor (20-40% Remaining)	Active	5/1/2026	5/1/2023	\$10,000.00	Nema	ASGHUW-40	TCP6176409013
Arena #1	Ice Plant	Arena	Heating and Cooling (D30)	Brine Pump	Curling Cool	Arena	\$7,000.00	5/1/2008	Poor (20-40% Remaining)	Active	5/1/2026	5/1/2023	\$12,000.00	Armstrong	6x4x8 4030	816953
Arena #1	Ice Plant	Arena	Heating and Cooling (D30)	Heat Pump (HP)	Curling Heat-Pump	Arena	\$7,500.00	5/1/2008	Poor (20-40% Remaining)	Active	5/1/2026	5/1/2023	\$12,000.00	Armstrong	426746	
Second Floor Storage	JANITORS CLOSET	2ND FLOOR	Heating and Cooling (D30)	Pump Motor	JC2 MOTOR	2nd Floor	\$1,000.00	8/1/2008	Poor (20-40% Remaining)	Active	8/1/2026	8/1/2023	\$6,000.00	WEG	1U0T1CQNX3/404E	OC75504S1
Second Floor Storage	JANITORS CLOSET	2ND FLOOR	Plumbing (D20)	Circulation Pump	JC2	2nd Floor	\$2,500.00	8/1/2008	Poor (20-40% Remaining)	Active	8/1/2025	8/1/2023	\$13,500.00	BELL & GOSSETT	185332LF	
Roof	Roof	Curling Rink	Heating and Cooling (D30)	Dehumidification Unit	DHU-2	Curling Rink	\$150,000.00	5/1/2008	Very Poor (0-20% Remaining)	Capital	5/1/2025	5/1/2025	\$195,000.00	Engineered Air	DJ20-HE20-0-DWD100	41529-E19790
Roof	Ice Plant Roof	Arena	Heating and Cooling (D30)	Dehumidification Unit	DHU1	Arena	\$190,000.00	5/1/2008	Very Poor (0-20% Remaining)	Active	5/1/2026	5/1/2026	\$290,000.00	Engineered Air	DJ100/HE70/0/DWD400	B41529DH-1
Exterior	Fenced Compound	Fieldhouse	Heating and Cooling (D30)	Chiller	AHU-1 Chiller	Fieldhouse	\$245,000.00	5/1/2008	Poor (20-40% Remaining)	Active	5/1/2028	5/1/2028	\$245,000.00	Carrier	30RBA07011-3	2607Q83288
Arena #1	Ice Plant	Arena	Other	Other	C2-M	Ice plant	\$45,000.00	5/1/2008	Poor (20-40% Remaining)	Active	5/1/2028	5/1/2028	\$65,000.00	WEG	CC029A	B77874
Arena #1	Ice Plant	Arena	Other	Other	C1-Motor	Ice Plant	\$45,000.00	5/1/2008	Poor (20-40% Remaining)	Active	5/1/2028	5/1/2028	\$65,000.00	WEG	CC029A	B72895
Arena #1	Ice Plant	Arena	Heating and Cooling (D30)	Hydronic Heater	UH2	Arena	\$5,000.00	5/1/2008	Fair (40-60% Remaining)	Active	5/1/2028	5/1/2028	\$8,500.00	Engineered Air	H7	E1G788H
Arena #1	Ice Plant	Arena	Plumbing (D20)	Hot Water Tank (HWT / DHWT)	DHWT-2	Arena	\$18,000.00	5/1/2008	Very Poor (0-20% Remaining)	Active	5/1/2028	5/1/2028	\$28,000.00	Ao Smith	TJVT500A	E07R000178
Arena #1	Ice Plant	Arena	Plumbing (D20)	Circulation Pump	DHWT-Pump	Arena	\$3,000.00	5/1/2008	Poor (20-40% Remaining)	Active	5/1/2028	5/1/2028	\$5,000.00	B&G	1.5x5.25	701-30
Arena #1	Ice Plant	Arena	Plumbing (D20)	Hot Water Tank (HWT / DHWT)	DHWT-1	Arena	\$18,000.00	5/1/2008	Very Poor (0-20% Remaining)	Active	5/1/2028	5/1/2028	\$28,000.00	Ao Smith	TJVT500A	E07R000179
Roof	Roof	Meeting Rooms	Heating and Cooling (D30)	Air Handler Unit (AHU)	AHU-4	Meeting Rooms	\$160,000.00	5/1/2008	Poor (20-40% Remaining)	Active	5/1/2028	5/1/2028	\$200,000.00	Engineered Air	FWA112-DJE20	41529-E19790
Roof	Roof	Locker rooms	Heating and Cooling (D30)	Make-up Air Unit (MUA)	MAU-1	Locker rooms	\$30,000.00	5/1/2008	Poor (20-40% Remaining)	Active	5/1/2028	5/1/2028	\$45,000.00	Engineered Air	DJ40-HE70-O-MV	41529-E19790
Roof	Roof	Kitchen	Heating and Cooling (D30)	Make-up Air Unit (MUA)	MUA-3	Kitchen	\$30,000.00	5/1/2008	Poor (20-40% Remaining)	Active	5/1/2028	5/1/2028	\$45,000.00	Engineered Air	DJ40-HE70-O-MV	41529-E19790
Roof	Roof	Admin Offices & Daycare	Heating and Cooling (D30)	Air Handler Unit (AHU)	AHU-3	Admin Offices & Daycare	\$125,000.00	5/1/2008	Poor (20-40% Remaining)	Active	5/1/2028	5/1/2028	\$150,000.00	Engineered Air	FWA112-DJE20-O	41529-E19790
Roof	Roof	Concession	Heating and Cooling (D30)	Make-up Air Unit (MUA)	MUA-2	Concession	\$30,000.00	5/1/2008	Poor (20-40% Remaining)	Active	5/1/2028	5/1/2028	\$45,000.00	Engineered Air	DJ40-HE70-O-MV	41529-E19790
Roof	Roof	Lounge & Lobby	Heating and Cooling (D30)	Air Handler Unit (AHU)	AHU-2	Lounge & Lobby	\$190,000.00	5/1/2008	Poor (20-40% Remaining)	Active	5/1/2028	5/1/2028	\$275,000.00	Engineered Air	FWB403-DJ100-O	41529-E19790
Boiler Room	Boiler Room	Fieldhouse	Heating and Cooling (D30)	Air Handler Unit (AHU)	AHU-1	Fieldhouse	\$250,000.00	5/1/2008	Fair (40-60% Remaining)	Active	5/1/2028	5/1/2028	\$450,000.00	Engineered Air	DJ140-C	S41529
Mechanical Room	UPPER BOILER ROOM	MULTIPLEX	Heating and Cooling (D30)	Boiler	MB2	Multiplex	\$50,000.00	8/1/2008	Poor (20-40% Remaining)	Active	8/1/2028	8/1/2028	\$70,000.00	RBI	MB500	070746610
Boiler Room	UPPER BOILER ROOM	MULTIPLEX	Heating and Cooling (D30)	Boiler	MB1	Multiplex	\$50,000.00	8/1/2008	Poor (20-40% Remaining)	Active	8/1/2028	8/1/2028	\$70,000.00	RBI	MB500	070746609
Boiler Room	Pool Boiler Room	Pool & Fitness Centre	Plumbing (D20)	Hot Water Tank (HWT / DHWT)	DWH1-Pool	Pool & Fitness Centre	\$21,000.00	5/1/2019	Fair (40-60% Remaining)	Active	5/1/2029	5/1/2029	\$100,000.00	A.O Smith	BTM-150 300	1744108066425
Arena #1	Ice plant	Arena	Heating and Cooling (D30)	Compressor	C1	Ice plant	\$50,000.00	5/1/2008	Poor (20-40% Remaining)	Active	5/1/2033	5/1/2028	\$80,000.00	Mycom	N4WB	431863
End of 5-year Outlook											TOTAL		\$2,592,000.00			
Arena #1	Ice Plant	Arena	Heating and Cooling (D30)	Condenser	HE-2	Arena	\$40,000.00	5/1/2008	Fair (40-60% Remaining)	Active	5/1/2033	5/1/2033	\$50,000.00	Henry	CA-10060-210	C260779C-1
Arena #1	Ice Plant	Arena	Heating and Cooling (D30)	Heat Generating Systems (D3020)	HE-4 Building Heat	Arena	\$40,000.00	5/1/2008	Fair (40-60% Remaining)	Active	5/1/2033	5/1/2033	\$55,000.00	Henry	CA-12084-210	C260779E-1
Arena #1	Ice Plant	Arena	Heating and Cooling (D30)	Heat Exchanger	HE-1	Arena	\$40,000.00	5/1/2008	Fair (40-60% Remaining)	Active	5/1/2033	5/1/2033	\$55,000.00	Doucette	CAD522M5.5	CRNOH0454.9C
Arena #1	Ice Plant	Arena	Heating and Cooling (D30)	Compressor	C2	Ice Plant	\$50,000.00	5/1/2008	Poor (20-40% Remaining)	Active	5/1/2033	5/1/2033	\$80,000.00	Mycom	N4WB	431862
Roof	Pool Roof	Pool	Heating and Cooling (D30)	Dehumidification Unit	PDHU-1	Pool	\$500,000.00	5/1/2019	Very Good (80-100% Remaining)	Active	5/1/2034	5/1/2034	\$650,000.00	Syresco	18041822	NP-064-TB-X-P6FB5303W2G3AD3
Roof	Pool Roof	Fitness Centre	Heating and Cooling (D30)	Air Conditioning Unit	PAHU-1	Fitness Centre	\$350,000.00	5/1/2019	Very Good (80-100% Remaining)	Active	5/1/2034	5/1/2034	\$450,000.00	Trane	C18D02545	SLHLF5053RNC7BD9001A-2T008600
Pool Area	POOL BASEMENT	WHIRLPOOL	Other Electrical Systems (D5090)	Other	WHIRLPOOL UV	WHIRLPOOL	\$20,000.00	5/1/2019	Good (60-80% Remaining)	Active	5/1/2034	5/1/2034	\$30,000.00	ETS	ECF-215-6	APT-2400-C
Pool Area	POOL BASEMENT	LEISURE POOL	Other Electrical Systems (D5090)	Other	LEISURE POOL UV	LEISURE POOL	\$20,000.00	5/1/2019	Good (60-80% Remaining)	Active	5/1/2034	5/1/2034	\$30,000.00	ETS	ECF-215-6	APT-2400-B
Pool Area	POOL BASEMENT	25M POOL	Other Electrical Systems (D5090)	Other	25M UV	25M POOL	\$25,000.00	5/1/2019	Good (60-80% Remaining)	Active	5/1/2034	5/1/2034	\$35,000.00	ETS	ECF-225-10	APT-2400-A
Pool Area	POOL BASEMENT	WHIRLPOOL	Heating and Cooling (D30)	Pump Motor	P2C MOTOR	WHIRLPOOL JETS	\$7,500.00	5/1/2019	Good (60-80% Remaining)	Active	5/1/2034	5/1/2034	\$9,000.00	NEMA	DT33	UJ7P2GM
Pool Area	POOL BASEMENT	LEISURE POOL	Heating and Cooling (D30)	Pump Motor	P1B MOTOR	LEISURE POOL	\$8,000.00	5/1/2019	Good (60-80% Remaining)	Active	5/1/2034	5/1/2034	\$10,000.00	NIDEC	DT34	UJ10P2GM
Pool Area	POOL BASEMENT	25M POOL	Heating and Cooling (D30)	Pump Motor	P1A MOTOR	25M	\$17,500.00	5/1/2019	Good (60-80% Remaining)	Active	5/1/2034	5/1/2034	\$22,000.00	NEMA	DT37	HJ25P2GM
Pool Area	POOL BASEMENT	LEISURE POOL	Heating and Cooling (D30)	Pump Motor	P4B MOTOR	LP WATERSLIDE	\$6,500.00	5/1/2019	Good (60-80% Remaining)	Active	5/1/2034	5/1/2034	\$9,000.00	NEMA	DT33	UJ7P2GM
Pool Area	POOL BASEMENT	WHIRLPOOL	Heating and Cooling (D30)	Heat Exchanger	HEX4	WHIRLPOOL	\$15,000.00	5/1/2019	Good (60-80% Remaining)	Active	5/1/2034	5/1/2034	\$20,000.00	TACO	E06210-L2A8FZ06	681
Pool Area	POOL BOILER ROOM	POOL BOILER ROOM	Heating and Cooling (D30)	Pump Motor	P1 & P2 MOTORS	Pool & Fitness Centre	\$18,000.00	5/1/2019	Good (60-80% Remaining)	Active	5/1/2034	5/1/2034	\$24,000.00	WEG	JM003504NPW01GR	1043039997
Pool Area	POOL BASEMENT	LEISURE POOL	Heating and Cooling (D30)	Heat Exchanger	HEX3	LEISURE POOL	\$15,000.00	5/1/2019	Good (60-80% Remaining)	Active	5/1/2034	5/1/2034	\$20,000.00	TACO	441683	E08208-L2A8FZ06
Pool Area	POOL BASEMENT	25M POOL	Heating and Cooling (D30)	Heat Exchanger	HEX2	25M POOL	\$15,000.00	5/1/2019	Good (60-80% Remaining)	Active	5/1/2034	5/1/2034	\$22,000.00	BELL & COSSETT	319004-2RY526600445700	291815-01
Pool Area	Pool Boiler Room	Pool	Heating and Cooling (D30)	Boiler	B1	Pool Boiler	\$55,000.00	5/1/2019	Very Poor (0-20% Remaining)	Decommissioned	5/1/2025	5/1/2034	\$65,000.00	RBI	MR2500	061880159
Pool Area	POOL BASEMENT	LP TOYS	Heating and Cooling (D30)	Pump Motor	P3B MOTOR	LP TOYS	\$7,000.00	5/1/2019	Good (60-80% Remaining)	Active	5/1/2034	5/1/2034	\$10,000.00	NEMA	DT33	UJ7P2GM
Pool Area	POOL BASEMENT	LEISURE POOL	Plumbing (D20)	Circulation Pump	P1B	LEISURE POOL	\$8,500.00	5/1/2019	Good (60-80% Remaining)	Active	5/1/2034	5/1/2034	\$12,500.00	PENTAIR	AS-18-44653	3X4X9B-6B
Pool Area	POOL BOILER ROOM	POOL BOILER ROOM	Plumbing (D20)	Circulation Pump	P9	Fitness Centre	\$6,000.00	5/1/2019	Good (60-80% Remaining)	Active	5/1/2034	5/1/2034	\$8,500.00	TACO	SKV1507N4A2EC-7.0	CA21642.5
Pool Area	POOL BASEMENT	25M POOL	Plumbing (D20)	Circulation Pump	P1A	25M	\$20,000.00	5/1/2019	Good (60-80% Remaining)	Active	5/1/2034	5/1/2034	\$28,000.00	PENTAIR	AS-18-44653	5X6X11-LB
Pool Area	POOL BOILER ROOM	POOL BOILER ROOM	Plumbing (D20)	Circulation Pump	P7	Pool	\$6,000.00	5/1/2019	Good (60-80% Remaining)	Active	5/1/2034	5/1/2034	\$8,500.00	TACO	SKV1507N4A2EC-7.2	CA21642
Pool Area	POOL BOILER ROOM	POOL BOILER ROOM	Plumbing (D20)	Circulation Pump	P5	Fitness Centre	\$10,000.00	5/1/2019	Good (60-80% Remaining)	Active	5/1/2034	5/1/2034	\$15,000.00	TACO	SKV2007N4C2-EC-7.30	CA21642
Pool Area	POOL BOILER ROOM	POOL BOILER ROOM	Plumbing (D20)	Circulation Pump	P10	Fitness Centre	\$8,000.00	5/1/2019	Good (60-80% Remaining)	Active	5/1/2034	5/1/2034	\$12,500.00	TACO	SKV1507N4A2EC-7.1	CA21642-5
Pool Area	POOL BASEMENT	LEISURE POOL	Plumbing (D20)	Circulation Pump	P4B WATERSLIDE	LP WATERSLIDE	\$6,000.00	5/1/2019	Good (60-80% Remaining)	Active	5/1/2034	5/1/2034	\$8,500.00	PENTAIR	AS18-44653	3X4X9A-SB
Pool Area	POOL BASEMENT	WHIRLPOOL	Plumbing (D20)	Circulation Pump	P2C WPJETS	WHIRLPOOL JETS	\$7,500.00	5/1/2019	Good (60-80% Remaining)	Active	5/1/2034	5/1/2034	\$11,500.00	PENTAIR	AS18-44653	3X4X9B-SB
Pool Area	POOL BASEMENT	LP TOYS	Plumbing (D20)	Circulation Pump	P3B TOYS	LEISURE POOL	\$7,500.00	5/1/2019	Good (60-80% Remaining)	Active	5/1/2034	5/1/2034	\$11,500.00	PENTAIR	AS-18-44653	3X4X9A-SB
Pool Area	POOL BOILER ROOM	POOL BOILER ROOM	Plumbing (D20)	Circulation Pump	P8	Pool	\$8,000.00	5/1/2019	Good (60-80% Remaining)	Active	5/1/2034	5/1/2034	\$12,000.00	TACO	SKV1507N4A2-EC7.2	CA21642
Pool Area	POOL BOILER ROOM	POOL BOILER ROOM	Plumbing (D20)	Circulation Pump	P3 & P4	Pool	\$8,000.00	5/1/2019	Good (60-80% Remaining)	Active	5/1/2034	5/1/2034	\$22,000.00	TACO	SKV2006N4A2EC-3.20	CA21642-2
Pool Area	POOL BOILER ROOM	POOL BOILER ROOM	Plumbing (D20)	Circulation Pump	P6	Pool	\$12,000.00	5/1/2019	Good (60-80% Remaining)	Active	5/1/2034	5/1/2034	\$12,000.00	TACO	SKV2007N4C2FC-7.30	CA21642
Boiler Room	POOL BOILER ROOM	Pool & Fitness Centre	Heating and Cooling (D30)	Balance Tank	ET-1	Pool & Fitness Centre	\$7,000.00	5/1/2019	Good (60-80% Remaining)	Active						

Space Category	Room #	Location	Equipment Type	Equipment Detail	Name	Asset Relationship	Purchase Price	Installation Date	Condition	Status	Useful Date	Replacement Date	Replacement Cost	Make	Model	Serial
Pool Area	POOL BASEMENT	LEISURE POOL	Heating and Cooling (D30)	Pump Motor	P2B MOTOR	LP LAZY RIVER	\$14,000.00	8/1/2021	Very Good (80-100% Remaining)	Active	8/1/2035	8/1/2035	\$18,000.00	NEMA	DY70	UJ15P2GM
Pool Area	POOL BOILER ROOM	POOL BOILER ROOM	Plumbing (D20)	Circulation Pump	P1 & P2 PUMPS	BOILER PUMPS	\$10,000.00	5/1/2019	Fair (40-60% Remaining)	Active	5/1/2036	5/1/2036	\$30,000.00	TACO	KB3007AF2ICB-6.4	CA21642
Pool Area	POOL BASEMENT	WHIRLPOOL	Heating and Cooling (D30)	Pump Motor	P1C MOTOR	WHIRLPOOL	\$8,000.00	8/1/2021	Very Good (80-100% Remaining)	Active	8/1/2036	8/1/2036	\$10,000.00	NEMA	JM007504MPW01	1052308573
Pool Area	POOL BASEMENT	WHIRLPOOL	Plumbing (D20)	Circulation Pump	P1C	WHIRLPOOL	\$8,000.00	8/1/2021	Very Good (80-100% Remaining)	Active	8/1/2036	8/1/2036	\$12,500.00	GOULDS	12BF2KAEO	36956
Pool Area	POOL BASEMENT	LP LAZY RIVER	Plumbing (D20)	Circulation Pump	P2B	LP LAZY RIVER	\$16,000.00	8/1/2021	Very Good (80-100% Remaining)	Active	8/1/2036	8/1/2036	\$24,000.00	PENTAIR	4X5X9.5 3800 CC 1800 CL	21-261476.3
Exterior	Ice Plant	Arena	Heating and Cooling (D30)	Condenser	COND-1	Arena	\$250,000.00	4/1/2023	Very Good (80-100% Remaining)	Active	5/1/2037	4/1/2037	\$330,000.00	Baltimore Air	TSDC2-SS-209-24.8	U2206179040101
Arena #1	Ice Plant	Arena	Heating and Cooling (D30)	Chiller	Arena Chiller	Arena	\$200,000.00	4/1/2019	Very Good (80-100% Remaining)	Active	5/1/2039	5/1/2039	\$300,000.00	HT Industries	FA-20144-210	C390248A-1
Pool Area	POOL BOILER ROOM	POOL BOILER ROOM	Heating and Cooling (D30)	Heat Exchanger	HEX1	Pool	\$15,000.00	5/1/2019	Good (60-80% Remaining)	Active	4/24/2039	5/1/2039	\$20,000.00	TACO	PF050B1DF45B1-01115	441206
Pool Area	POOL BOILER ROOM	POOL BOILER ROOM	Heating and Cooling (D30)	Boiler	B2	Pool	\$55,000.00	5/1/2019	Fair (40-60% Remaining)	Active	5/1/2044	5/1/2044	\$115,000.00	RBI	MB2500	061880159
Pool Area	POOL BASEMENT	LEISURE POOL	Other	Other	LP DEFENDER	Pool	\$50,000.00	5/1/2019	Very Good (80-100% Remaining)	Active	5/1/2049	5/1/2049	\$75,000.00	DEFENDER	SP-27-48-487	80621-2-0917
Pool Area	POOL BASEMENT	25M POOL	Other	Other	25M DEFENDER	Pool	\$65,000.00	5/1/2019	Very Good (80-100% Remaining)	Active	5/1/2049	5/1/2049	\$95,000.00	DEFENDER	SP-41-48-1038	80621-1-0917
Pool Area	POOL BASEMENT	WHIRLPOOL	Other	Other	WHIRLPOOL DEFENDER	Pool	\$50,000.00	5/1/2019	Very Good (80-100% Remaining)	Active	5/1/2049	5/1/2049	\$75,000.00	DEFENDER	SP-27-48-487	80621-3-0917
End of 10+ year Outlook													TOTAL (year 10+)	\$1,104,500.00		
													GRAND TOTAL	\$5,515,000.00		



Policies and Procedures Manual

Policy Number: 500-032

Policy Title: Operational and Capital Budgets

Adopted: May 2nd, 2012

Last Reviewed: May 25th, 2021

Amended:

Policy Statement:

ARMS recognizes the need to establish a policy with regards to operational and capital budgets.

Guidelines and Procedures:

1. Each year the GM will submit for Society Board approval a draft budget for operational expenses and capital purchases on or before the third Monday of November.
2. The GM and the Society Board of Directors will ensure that all resources are exhausted in order to provide the lowest deficit possible.
3. The GM of the Society will produce an operational budget with a deficit of no more than the agreed amount by the membership as per their policy governing the Athabasca Regional Multiplex.
4. The GM of the Society will produce a capital purchase budget of no more than the agreed amount by the membership as per their policy governing the Athabasca Regional Multiplex.
5. Upon approval by the Society Board of Directors if either of the budgets requested amount exceeds the agreed membership policy the GM will seek approval from each member before official approval is given.
6. The Society will ask that each membership commit to half (50%) of the budgeted operating deficit.
7. The Society will ask that each Membership commit to a minimum \$50,000.00 capital budget on an annual basis.



Town of Athabasca

Council Policy

Number	Title			
C-FIN-OPE-1	Operational Grant Funding			
Approval	Originally Approved		Last Revised	
	Resolution No:	19:365	Resolution No:	
	Date:	September 3, 2019	Date:	

Purpose

To provide annual operational funding to the Alice B. Donahue Library & Archives and the Athabasca Regional Multiplex Society.

Policy Statement

The Town of Athabasca recognizes the need to establish a policy regarding an annual payment schedule for the operational funding for the Alice B. Donahue Library & Archives and the Athabasca Regional Multiplex Society.

Responsibilities

The Chief Administrative Officer is responsible for ensuring the quarterly payments are sent out on the dates specified below. The amounts to be paid will be based on the approved Operating Budget of the Town of Athabasca and will be paid in four equal payments.

Standards

- Expenditures that are not approved in the operating budget, interim budgets, capital budget, emergent matters or items that are legally required to be paid, must be presented to Council and approved for payment by Council.
- The Alice B. Donahue Library & Archives will be paid on the following dates:
 - March 31
 - June 30
 - September 30
 - December 31



Town of Athabasca

Council Policy

3. The Athabasca Regional Multiplex Society will be paid on the following dates:

- February 15
- May 15
- August 15
- November 15

Revisions:

Resolution Number	MM/DD/YY



MUNICIPAL POLICY HANDBOOK

CODE NUMBER: 2611

CATEGORY: Financial Operations

ATHABASCA REGIONAL MULTIPLEX SOCIETY **OPERATIONAL ASSISTANCE**

BACKGROUND

The Council of Athabasca County deems it appropriate to assist in funding the operational deficit of the Athabasca Regional Multiplex Society, which operates the Athabasca Regional Multiplex Fitness and Aquatic Centre, and the Nancy Appley Theater, in recognition of the fact that these facilities serve County Residents.

POLICY

Council agrees that the County Recreation Budget will include an allocation equal to 50% of the current year's estimated operational deficits for the Athabasca Regional Multiplex Society Facilities. Council will review the operating budget and the year-end financial statement for the Athabasca Regional Multiplex Society prior to inclusion of the operational assistance in their budget.

Funding is based on the condition that the Town of Athabasca authorizes an equal contribution.

Capital projects will be evaluated on an individual basis. Funding for the County's portion of the capital projects, not to exceed 50%, will be included in the County's annual budget.

PROCEDURES:

1. The Athabasca Regional Multiplex Society, upon approval of the current years' operating budget, shall forward a copy of the budget to the County Manager.
2. The County will forward advance payments to the Athabasca Regional Multiplex Society at the following intervals:
 - January 15 25%
 - March 15 25%
 - June 30 25%
 - September 30 20%
3. A copy of the audited financial statement for the Athabasca Regional Multiplex Society will be forwarded to the County Manager. An invoice calculating the final amount due for the previous year's operational assistance shall also be provided to the County at this time. The payment to be made by the County shall be calculated using the actual operational deficit, minus the advance payments.
4. Should County Council wish to review the funding arrangements, County Council may, at any time, require a joint meeting of County and Town Councils to be held to review funding procedures.

Effective

Policy Date: 98/04/30

Reference: #274-98, CC 12-309, CC 14-729, CC 16-399, CC 23-81,
CW 23-35

Revision: CC 23-136

This Agreement effective this 10th day of March, 2020.

BETWEEN:

ATHABASCA COUNTY,
a municipal corporation incorporated in the Province of Alberta
(the "**County**")

OF THE FIRST PART,

-and-

TOWN OF ATHABASCA,
a municipal corporation incorporated in the Province of Alberta
(the "**Town**")

OF THE SECOND PART,

WHEREAS:

- A. The County and the Town are the joint owners of the land and buildings legally described as:
 - a. Plan 7720472, Block 20, Lot A ("**Lot A**"); and
 - b. Plan 7720472, Block 20, Lot B ("**Lot B**"),(Lot A and Lot B collectively referred to herein as the "**Lands**")
- B. The buildings located on Lot A are known as the Nancy Appleby Theatre (the "**Theatre**") and the Alice B. Donahue Library & Archives (the "**Library**");
- C. The building located on Lot B is known as the Old Brick School (the "**School**");
- D. The Theatre, Library and the School and all of the assets necessary for the operation of the Theatre, Library and School are collectively referred to herein as the "**Facilities**";
- E. The County and the Town have agreed that the County will transfer to the Town its interest in the Lands and the Facilities on the terms and conditions contained herein;

NOW THEREFORE THIS AGREEMENT WITNESSES THAT in consideration of the mutual covenants contained in this Agreement, the County and the Town agree as follows:

1. TRANSFER OF LAND AND FACILITIES

- 1.1 On March 31, 2020 (the "Closing Date"), the County agrees to sell and the Town agrees to purchase the County's interest in the Lands and Facilities for the purchase price of One (\$1.00) Dollar.
- 1.2 Subject to the payment of the Purchase Price, the Town shall have the right of possession of the Lands as of the Closing Date.
- 1.3 All of the chattels and other property and assets necessary for the operation of the Facilities are as of the Closing Date the chattels, property and assets of the Town.

2. UTILITIES

- 2.1 Currently the utilities for the Theatre, Library and School are all through one meter for the services of gas, power, water and sewer (the "Utilities"). The County and the Town agree that the Theatre should be separately metered for the Utilities.
- 2.2 No later than ninety (90) days after the Closing Date, the Town shall install a new meter for the Utilities provided to the Theatre (the "New Meter"). Until such time, utility costs will be allocated as follows: Theatre – 66%, Brick School – 27%, Library – 7%.
- 2.3 The Town and the County agree that the costs for installing the New Meter shall be split equally between the Town and the County and the Town shall invoice the County for fifty (50%) percent of the costs for installing the New Meter.

3. AS IS WHERE IS

- 3.1 The Town acknowledges that it accepts the Lands and the Facilities in their present condition on an "as-is where-is" basis. The County makes no representation or warranty whatsoever regarding the condition of the Lands or the Lands suitability for the purposes of the Town.

4. CONDITIONS PRECEDENT

- 4.1 The obligation of the County to complete this transaction shall be subject to the County obtaining approval from its council for the transactions contemplated by this Agreement. This condition shall be a condition precedent for the benefit of the County and in the event that this condition is not satisfied or waived by the County prior to the Closing Date, in the absence of further agreement by the parties, this Agreement shall terminate.
- 4.2 The obligation of the Town to complete this transaction shall be subject to the Town obtaining approval from its council for the transactions contemplated by

this Agreement. This condition shall be a condition precedent for the benefit of the Town and in the event that this condition is not satisfied or waived by the County prior to the Closing Date, in the absence of further agreement by the parties, this Agreement shall terminate.

5. **FUNDING**

5.1 On the Closing Date, the County will pay the sum of Nine Hundred Forty Four Thousand Six Hundred and Eighty (\$944,680.00) Dollars to the Town (the **"One-Time Funds"**).

5.2 Subject to the terms and conditions contained herein and provided that the Town is in compliance with this Agreement, the County will for a period of ten (10) years, with the first year being the year 2020, provide an annual grant for operational funding to the Library on or prior to June 30 of the year in question, in the amount of Sixty Five Thousand Five Hundred Thirty Two (\$65,532.00) (the **"Annual Library Grant"**). For certainty, the County will pay the Annual Library Grant in 2020 and 2029 and each and every year in between.

6. **CLOSING**

6.1 On the closing date the County and the Town will execute and deliver a transfer of land for the Lands to be registered at Alberta Land Titles.

7. **OTHER TERMS**

7.1 The County and the Town acknowledge and agree that all costs and expenses related to the drafting of this Agreement and the registration of the transfer of the Lands shall be shared equally between the County and the Town.

7.2 The County and the Town acknowledge and agree that the costs and expenses to maintain and operate the Theatre will continue to be shared through the Athabasca Regional Multiplex Society.

7.3 Time is of the essence of this Agreement.

7.4 Neither party is permitted to assign its interest in this Agreement without the express written approval of the other party.

7.5 The covenants and agreements contained herein shall extend to and be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

7.6 This Agreement may be executed in any number of counterparts, each of when executed and delivered is an original but all of which taken together shall constitute one and the same instrument. An executed copy of this Agreement may be delivered by any party hereto by facsimile, .pdf or other electronic format.

IN WITNESS WHEREOF the parties have set their hand and seal on the date first written above.

THE TOWN OF ATHABASCA

Per: _____

Per: _____

ATHABASCA COUNTY

Per: _____

Per: _____