

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 April 22, 2025, minutes 2-7
 - b) Items arising from minutes
5. Financial Reports
 - a) Financial Statements 8-16
 - b) 2024 Draft Audited Financial Statements 17-33
6. Manager Reports
 - a) General Manager, Facility Manager, Aquatic Supervisor and Concession Supervisor Reports 34-46
7. Follow up Business
 - a) Strategic Plan Revision 47-69
 - b) Insurance Analysis Update 70-77
 - c) Soccer Fields Update 78-80
 - d) Fieldhouse Chiller Project Update 81-82
 - e) Curling Rink Dehumidification Unit Update 83-89
 - f) 2025 Capital Budget 90-106
8. New Business
 - a) 500-032 Operational and Capital Budgets Policy Update 107-110
 - b) 500-027 Membership Reimbursement Policy Update 111-115
9. Agenda Additions
10. In Camera
 - a) Section 27 (1) FOIP Act – Legal
 - b) Section 27 (1) FOIP Act – Legal
11. Next Meeting
 - a) June 16, 2025
12. Adjournment

**Athabasca Regional Multiplex Society 2025
April 22, 2025
Aquatic Centre Alta Gas Lounge**

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

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

**MEMBER OF
THE PUBLIC:**

Member of the Press (1)

1.0

Call to Order Chair Anderson called the meeting to order at 9:39 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**

#25-26 Motion by Director Pacholok to approve the April 22, 2025, General Meeting agenda with the following addition:

9 a) Section 27 (2)(e) FOIP Act – Personnel

Motion Carried Unanimously.

4.0

**Minutes of
Previous
Meeting**

a) Approval of February 24, 2025, General Meeting Minutes

#25-27 Motion by Director Wallach to approve the February 24, 2025, General Meeting minutes as presented.

Motion Carried Unanimously.

**Athabasca Regional Multiplex Society 2025
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**5.0
Financial
Report**

a) Financial Statement

General Manager Alix presented the Financial Statements as of March 31, 2025.

Director Kapitaniuk arrived at 9:42 a.m.

#25-28 Motion by Director LeMessurier to accept the financial information as presented.

Motion Carried Unanimously.

**6.0
Manager
Reports**

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

General Manager Rhonda Alix discussed the General Manager's report.

Chair Anderson declared at recess at 10:03 a.m.
Meeting reconvened at 10:15 a.m.

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

Aquatic Supervisor Dylan Zilinski and Director Pacholok returned to the meeting at 10:19 a.m.

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

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

#25-29 Motion by Director LeMessurier to accept the reports as presented.

Motion Carried Unanimously.

**7.0
Follow up
Business**

a) Strategic Plan

Administration has submitted the Board's requested changes to the draft Strategic Plan to RC Strategies. A revised draft Strategic Plan has not yet been received.

#25-30 Motion by Director Reimer to accept the information as presented.

Motion Carried Unanimously.

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b) Insurance Analysis

Administration conducted a comprehensive insurance analysis in response to a substantial increase in insurance rates.

Aquatic Supervisor Dylan Zilinski left at 10:52 a.m. and returned at 11:21 a.m.

#25-31

Motion by Director Wallach to direct Administration to send a letter to the Town of Athabasca requesting that the 66% theatre insurance allocation be recalculated based on the square footage included in the assessment summary and further to request a detailed breakdown of the insurance and general liability premiums being allocated to ARMS specifically showing what coverage is allocated for the theatre and multiplex.

Motion Carried Unanimously.

c) 500-003 Conduct of Patrons and Facility Discipline Policy

Administration recommends updating the current Code of Patrons and Facility Discipline Policy to reflect existing practices. These proposed amendments are based on a review of legal advice.

#25-32

Motion by Director Pacholok to add the amendments as discussed to 500-003 Conduct of Patrons and Facility Discipline Policy.

Motion Carried Unanimously.

Director Wallach left at 11:07 a.m. and returned at 11:10 a.m.

Chair Anderson declared at recess at 11:11 a.m.
Meeting reconvened at 11:21 a.m.

8.0
New
Business

a) Nancy Appleby Theatre Capital Expenditures

On February 24, 2025, Administration was asked to prepare a report on all capital expenditures spent at the Nancy Appleby Theatre from March 10, 2020, to present.

#25-33

Motion by Director Pacholok to accept the information as presented.

Motion Carried Unanimously.

b) Rural Women's Conference Committee Letter

Administration received a letter from the Rural Women's Conference Committee outlining their concerns regarding the event held on February 6, 2025.

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- #25-34 Motion by Director Reimer for the Board Chair to send a letter to the Celebrating Rural Women's Conference Committee in response to their letter of concern.

Motion Carried Unanimously.

c) Athabasca County Email Request

Administration received a request from Athabasca County to email the 2025 draft and proposed budgets, along with financial statements and Board meeting minutes. This information is publicly available for review.

- #25-35 Motion by Director LeMessurier to direct Administration to upload all ARMS Board Agenda Packages to the website, beginning with the packages from September 2024 to present, and continue posting each package in advance of future meetings.

Motion Carried Unanimously.

d) First Aid and Training Rates

On February 24, 2025, Administration was asked to bring comparable rates on First Aid and Training Courses.

- #25-36 Motion by Director Wallach to direct Administration to add the First Aid Course comparison rates to the 2025 ARMS Facility Rental Rate discussion.

Motion Carried Unanimously.

e) Fieldhouse Chiller Quotations

Administration received a quote for the costs associated with replacing the Fieldhouse Chiller, as well as the cost for replacing only the Chiller compressor. Currently, the system is operating at only 25% of its cooling capacity.

Aquatic Supervisor Dylan Zilinski left the meeting at 12:03 p.m. and returned at 12:05 p.m.

- #25-37 Motion by Director Wallach to direct Administration to submit a Change of Scope Request to the CFEP Grants Office to seek approval for the reallocation of any remaining funds toward the Fieldhouse chiller compressor replacement. If the Change of Scope is approved, Administration is further directed to proceed with the Fieldhouse chiller compressor replacement project, with any additional required funding to be sourced from the Capital Reserve account.

Motion Carried Unanimously.

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f) Google Customer Reviews

Administration updated the Board on our recent Google Customer Reviews. Our current Google review summary score is 4.4.

#25-38 Motion by Director Wallach to accept the information as presented.

Motion Carried Unanimously.

g) Discount Request

Administration received a letter from the Athabasca Healthcare Centre asking for a possible discount for clients that have completed the Breathe Easy Program.

#25-39 Motion by Director LeMessurier to apply a 50% discount to any participant who has completed the Breathe Easy Program for up to a 6-month membership or punch pass.

Motion Carried Unanimously.

10.0
In Camera

9. a) Section 17 (2)(e) FOIP Act – Personnel

- 10. a) Section 27 (1) FOIP Act – Legal
- b) Section 27 (1) FOIP Act – Legal
- c) Section 17 (2)(e) FOIP Act – Personnel

#25-40 Motion by Director Wallach to go in camera at 12:11 p.m.

Motion Carried Unanimously.

Member of the Press and Aquatics Supervisor Dylan Zilinski left the meeting at 12:11 p.m. and did not return.

Chair Anderson declared a recess at 12:12 p.m.
Meeting reconvened at 12:16 p.m.

Administration Supervisor Cheryl Ruthven and Facility Manager Tim Wolfenberg left the meeting at 12:16 p.m. and returned at 12:26

Director Reimer left the meeting at 12:59 p.m. and did not return.

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Facility Manager Tim Wolfenberg left the meeting at 1:11 p.m. and returned at 1:13 p.m.

Director Kapitaniuk left the meeting at 1:18 p.m. and returned at 1:23 p.m.

#25-41 Motion by Director Wallach to come out of camera at 1:29 p.m.

Motion Carried Unanimously.

#25-42 Motion by Director LeMessurier to send a letter to the Town of Athabasca and Athabasca County Councils as discussed in closed session.

Motion Carried Unanimously.

**11.0
Next
Meeting**

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

**12.0
Adjournment**

Meeting adjourned at 1:30 p.m.

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

Background

- We have completed the April 30, 2025, Financial Statements.

Attachments

- April 30, 2025, Balance Sheet & Income Statements
- April 2025, Cheque & Direct Deposit Logs

Discussion

- Doyle & Company has completed the 2024 Draft Year End Financial Statements & Audit.

Carbon Tax

- ARMS still pays carbon tax on our natural gas utility bills.
 - The carbon price increased to \$95 per tonne of CO₂e effective April 1, 2025, and to increase by \$15 per tonne on April 1 of each succeeding year until reaching a final carbon price of \$170 per tonne of CO₂e effective April 1, 2030.
 - Alberta announced an indefinite freeze of its industrial carbon tax at \$95 per tonne of emissions.

Total Paid in Carbon Tax to date:

- 2023 – \$67,332.76
- 2024 - \$82,900.46
- January to April 30, 2025 - \$39,961.87

Capital Budget

- Administration invoiced both ARMS members for their portion of the 2025 approved Capital budget amounts of \$225,000.00 for each member.
 - Athabasca County has paid \$90,000.00
 - Town of Athabasca has paid **\$0.00**
 - Total Capital Budget received from our members is \$90,000.00
 - **Capital Budget shortage of \$360,000.00**

Balances as of April 30, 2025

General Bank balance:

- \$461,379.38
 - Including:
 - CFEP Grant - \$125,000.00
 - Government of Alberta Communities Initiative Grant - \$139,745.00
 - Fortis Alberta Grant - \$7,500.00

Not included in the bank balance above:

- Athabasca County Solar PV - \$254,241.54

ARMS Reserve balances:

- Operating Reserve Fund - \$144,119.75
- Capital Reserve Fund - \$398,882.52

Recommendation

- Motion to accept the information as presented.



General Manager – Rhonda Alix

Athabasca Regional Multiplex Society

Balance Sheet As at Apr 30, 2025

ASSET

General Bank	461,379.38
Operating Reserve	144,119.72
Capital Reserve	398,882.52
Athabasca County Solar PV	254,241.54
Accounts Receivable	694,659.11
Inventory	26,970.06
GST Receivable	6,803.41
Prepaid Expenses	75,865.04
TOTAL ASSET	2,062,920.78

LIABILITY

Accounts Payable	106,440.37
Payroll Accrual	25,989.17
Total Employee Payable	25,989.17
EI Payable	10.08
Total Taxes Payable	10.08
Accrued Liabilities	1,786.78
GST Payable	5,623.85
Total GST	5,623.85
Town and County Requisition	328,333.36
Fortis Grant	7,500.00
CFEP Grant	125,000.00
Gov't of Alberta Grant	139,745.00
Capital Requisition - prev year	126,137.00
Capital Requisition - current year	405,707.47
Athabasca County Solar PV	254,241.54
Deferred Revenue	1,861.11
TOTAL LIABILITY	1,528,375.73

EQUITY

Retained Earnings	429,977.94
Current Earnings	104,567.11
TOTAL EQUITY	534,545.05

LIABILITIES AND EQUITY	2,062,920.78
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Athabasca Regional Multiplex Society
Comparative Income Statement
Including the Concession

Actual Jan 01, 2025 to April 30,
2025

Budget Jan 01, 2025 to Dec 31, 2025

			Percent	Difference
REVENUE				
Sale of Goods	2,270.35	4,500.00	50.45%	-2,229.65
Memberships	200,330.19	529,000.00	37.87%	-328,669.81
School Rentals	19,574.30	70,500.00	27.76%	-50,925.70
User Group Rentals	122,966.40	260,625.00	47.18%	-137,658.60
General Rentals	30,169.57	110,500.00	27.30%	-80,330.43
Liquor Sales	0.00	6,500.00	0.00%	-6,500.00
Food Sales	107,300.04	380,000.00	28.24%	-272,699.96
Vending Machine Income	5,154.30	17,000.00	30.32%	-11,845.70
Program Revenue	20,832.70	90,000.00	23.15%	-69,167.30
Lease Revenue	11,779.00	24,082.00	48.91%	-12,303.00
Advertising Revenue	0.00	65,500.00	0.00%	-65,500.00
Interest Income	11,109.25	15,000.00	74.06%	-3,890.75
Grant Revenue	750.00	30,000.00	2.50%	-29,250.00
Other Revenue	2,299.06	2,000.00	114.95%	299.06
TOTAL REVENUE	534,535.16	1,605,207.00	33.30%	-1,070,671.84
EXPENSE				
Salary	459,490.13	1,501,500.00	30.60%	-1,042,009.87
LAPP, CPP, EI, Manulife, WCB, Employee	108,067.73	319,100.00	33.87%	-211,032.27
Recognition	75.00	3,250.00	2.31%	-3,175.00
Uniforms	0.00	2,250.00	0.00%	-2,250.00
Travel & Subsistence	1,549.49	3,750.00	41.32%	-2,200.51
Professional Development	2,830.95	16,000.00	17.69%	-13,169.05
Advertising & Promotions	2,271.10	7,000.00	32.44%	-4,728.90
Contracted Services	31,734.29	96,500.00	32.89%	-64,765.71
Professional Fees	3,016.64	20,000.00	15.08%	-16,983.36
Insurance	47,400.84	86,000.00	55.12%	-38,599.16
Bank & Interest Charges	2,246.16	8,500.00	26.43%	-6,253.84
Donations Expense	1,172.80	7,000.00	16.75%	-5,827.20
Office Supplies	7,134.42	22,250.00	32.06%	-15,115.58
Telephone	4,870.50	12,840.00	37.93%	-7,969.50
Natural Gas	110,602.55	264,000.00	41.89%	-153,397.45
Electricity	91,122.12	465,000.00	19.60%	-373,877.88
Water	21,404.31	82,000.00	26.10%	-60,595.69
Food & Beverage	57,709.12	195,000.00	29.59%	-137,290.88
Vehicle Fuel & Oil	2,314.52	8,500.00	27.23%	-6,185.48
Vehicle Repairs & Maintenance	3,971.39	10,500.00	37.82%	-6,528.61
Outdoor Maintenance	2,038.93	27,000.00	7.55%	-24,961.07
Building Repairs	35,337.23	94,100.00	37.55%	-58,762.77
Equipment Repairs & Maintenance	45,167.18	139,500.00	32.38%	-94,332.82
Supplies	19,979.24	73,250.00	27.28%	-53,270.76
Janitorial Supplies	14,170.90	34,350.00	41.25%	-20,179.10
Program Supplies	2,395.08	23,000.00	10.41%	-20,604.92
Ice Plant Supplies	7,694.30	29,000.00	26.53%	-21,305.70
Safety Supplies	867.77	15,250.00	5.69%	-14,382.23
TOTAL EXPENSE	1,086,634.69	3,566,390.00	30.47%	-2,479,755.31
NET INCOME	-552,099.53	-1,961,183.00	28.15%	1,409,083.47
Town of Athabasca Requisition	328,333.32	985,000.00	33.33%	
Athabasca County Requisition	328,333.32	985,000.00	33.33%	
NET INCOME AFTER REQUISITIONS	104,567.11	8,817.00		

Athabasca Regional Multiplex Society
Income Statement
Concession

	January	February	March	April	Total
REVENUE					
General Rentals		586.00	126.24	1,260.57	1,972.81
Liquor Sales					-
Food Sales	31,673.74	27,857.73	36,476.79	11,291.78	107,300.04
TOTAL REVENUE	31,673.74	28,443.73	36,603.03	12,552.35	109,272.85
EXPENSE					
Salary	12,153.14	13,427.27	10,158.57	7,731.46	43,470.44
LAPP, CPP, EI, Manulife, WCB	727.74	746.71	415.37	330.14	2,219.96
Uniforms					-
Office Supplies	99.95	124.90	30.87		255.72
Food & Beverage					-
Opening Inventory	\$ 26,113.81	\$ 22,692.59	\$ 27,796.32	\$ 28,460.15	
Plus: Purchases	\$ 14,470.72	\$ 16,064.43	\$ 23,099.49	\$ 3,431.12	
Minus: Inventory on Hand	\$ 22,692.59	\$ 27,796.32	\$ 28,460.15	\$ 25,644.47	
COGS	17,891.94	10,960.70	22,435.66	6,246.80	57,535.10
Building Repairs					-
Equipment Repairs & Maintenance	464.68	425.96	425.96	425.96	1,742.56
Supplies	1,771.66	1,624.60	2,162.97	1,707.77	7,267.00
Janitorial Supplies	309.22	382.86	198.15		890.23
Safety Supplies					-
Capital Expenses					-
TOTAL EXPENSE	33,418.33	27,693.00	35,827.55	16,442.13	113,381.01
NET INCOME	(1,744.59)	750.73	775.48	(3,889.78)	(4,108.16)

Athabasca Regional Multiplex Society
Capital Projects Breakdown
January to April 2025

REVENUE	Budget	Actual	Difference - Remaining
Town of Athabasca Capital Requisition	\$ 225,000.00		-\$ 225,000.00
Athabasca County Capital Requisition	\$ 225,000.00	\$ 90,000.00	-\$ 135,000.00
TOTAL REVENUE	\$ 450,000.00	\$ 90,000.00	\$ (360,000.00)

EXPENSE	Budget	Actual	Difference - Remaining	
Fitness & Aquatic Centre Boilers (2)	\$ 100,301.35		-\$ 100,301.35	must complete
Pool Pumps 25HP, 7.5HP, 15HP - all pool pumps	\$ 26,739.30		-\$ 26,739.30	must complete
Roof Repairs - yearly maintenance	\$ 6,500.00		-\$ 6,500.00	
Roof Repairs 2025	\$ 23,500.00		-\$ 23,500.00	
Roof Maintenance	\$ 5,000.00		-\$ 5,000.00	
Theatre Repainting	\$ 15,000.00		-\$ 15,000.00	
Low wattage ballast	\$ 10,700.00		-\$ 10,700.00	must complete
Annual Fire System Testing & Repairs	\$ 10,000.00		-\$ 10,000.00	
Annual Fire system Testing & Repairs	\$ 5,000.00		-\$ 5,000.00	
Multiplex Boiler Chimney	\$ 5,816.10	\$ 5,816.10	\$ -	Completed
Home Plate Repairs Clay (Est)	\$ 7,500.00		-\$ 7,500.00	
Arena/Curling Rink Brine Headers	\$ 80,000.00		-\$ 80,000.00	
Building Capital Subtotal	\$ 296,056.75	\$ 5,816.10	\$ (290,240.65)	
CCTV Upgrades	\$ 30,000.00	\$ 12,654.57	-\$ 17,345.43	
Ride-on Floor Scrubber	\$ 21,000.00	\$ 20,821.86	-\$ 178.14	Completed
Inflatables	\$ 20,000.00		-\$ 20,000.00	
Office Computers	\$ 5,000.00	\$ 5,000.00	\$ -	Completed
Event Tables 6 & 8 footers	\$ 5,000.00		-\$ 5,000.00	
Chair racks (black chairs)	\$ 5,000.00		-\$ 5,000.00	
Consultant Building structure	\$ 5,000.00		-\$ 5,000.00	
Operational Capital Subtotal	\$ 91,000.00	\$ 38,476.43	\$ (52,523.57)	
Total Capital Projects Costs in 2025	\$ 387,056.75	\$ 44,292.53	\$ (342,764.22)	

TOTAL CAPITAL REVENUE REMAINING	\$ 62,943.25	\$ 45,707.47
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Capital Projects we must completed due to Grants **\$ 137,740.65**

Capital Shortfall on Projects we must complete \$ (92,033.18)

Transfer to Reserve Fund **\$ 62,943.25**

Balance Sheet - Current Capital Requisition \$ 405,707.47

***NOTE: If we do not receive more than \$90,000.00 from each of our members we will have a capital shortfall of \$2,033.18 and cannot complete any other Capital projects in 2025.

Approved Capital Projects Approved from Reserves

Curling Rink Dehumidification Unit

Motion # 24-100	
Total Cost	\$ 191,526.30
Less: CFEP Grant Amount	\$ 95,763.15
Left to come out of the Capital Reserves	\$ 95,763.15

Fieldhouse Compressor Replacement

Motion # 25-37	
Total Cost	\$ 102,375.00
Less: CFEP Grant Amount	\$ 29,236.85
Left to come out of the Capital Reserves	\$ 73,138.15

Capital Reserve Balance	\$ 398,882.52
Less Approval Capital Purchases from Reserves	\$ 168,901.30
Capital Reserves Remaining	\$ 229,981.22

CFEP Grant Total **\$ 125,000.00**

Athabasca Regional Multiplex 2025 Capital Budget

Approved: September 16, 2024

Costs do not include GST

Priority	Item Description	Area	Building or Operational	Total Cost	Potential Grant Rebate or cost adjustment	Multiplex Cost	Actual Cost
	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						
	Approved 2025 Capital Projects						Completed / Paid
1	Fitness & Aquatic Centre Boilers (2)	Pool Mechanical	Building	\$ 200,602.70	\$ 100,301.35	\$ 100,301.35	must complete
1	Pool Pumps 25HP, 7.5HP, 15HP - all pool pumps	Pool Mechanical	Building	\$ 53,478.60	\$ 26,739.30	\$ 26,739.30	must complete
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	\$ 4,300.00	\$ 10,700.00	must complete
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	\$ 25,000.00	\$ 5,816.10	\$ 5,816.10
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	\$ 156,340.65	\$ 296,056.75	\$ 5,816.10
1	CCTV Upgrades	All Multiplex Areas	Operational	\$ 30,000.00		\$ 30,000.00	\$ 12,654.57
1	Ride-on Floor Scrubber	Lobby/Fieldhouse	Operational	\$ 67,000.00	\$ 46,000.00	\$ 21,000.00	\$ 20,821.86
1	Inflatables	Fieldhouse	Operational	\$ 20,000.00		\$ 20,000.00	
1	Office Computers	Administration	Operational	\$ 5,000.00		\$ 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	\$ 46,000.00	\$ 91,000.00	\$ 38,476.43
	Total Capital Projects Costs in 2025			\$ 509,397.40	\$ 202,340.65	\$ 387,056.75	\$ 44,292.53
2025	1/2 allocated to the Town of Athabasca and Athabasca County			\$ 254,698.70		\$ 193,528.38	
2025	Capital Budget requested amounts from our members					\$ 225,000.00	
2025	Surplus amount to be put in the Capital Reserve Fund					\$ 62,943.25	

Athabasca Regional Multiplex Society
Cheque Log for 1010 General Bank from Apr 01, 2025 to Apr 30, 2025

Cheque No.	Cheque Type	Payee	Amount	Cheque Date
3450	Payment	Pepsico Canada	533.37	Apr 11, 2025
3451	Payment	Tipton's YIG	13.98	Apr 11, 2025
3452	Payment	Shari Burton	885.50	Apr 11, 2025
3453	Payment	Brenda Johnson	384.14	Apr 25, 2025

Athabasca Regional Multiplex Society
Direct Deposit Log Apr 01, 2025 to Apr 30, 2025

Direct Deposit No.	Transaction Type	Payee	Transaction Date	Amount
VP1736	Payment	Startec Service	Apr 01, 2025	5,035.80
DD-3328	Payment	Local Authorities Pension Plan	Apr 04, 2025	5,691.46
DD-3329	Payment	Receiver General - Taxation	Apr 04, 2025	16,296.67
DD-3330	Payment	Manulife Financial Group Benefits	Apr 04, 2025	9,409.25
VP1738	Payment	Local Authorities Pension Plan	Apr 04, 2025	0.00
DD-3381	Payment		Apr 07, 2025	0.00
VP1739	Payment	Alberta Association Recreation Facility Personnel	Apr 07, 2025	875.70
VP1783	Payment	Athabasca Home Hardware	Apr 10, 2025	0.00
VP1740	Payment	Town of Athabasca	Apr 11, 2025	14,332.22
VP1741	Payment	Harlan's Fairbanks	Apr 11, 2025	411.35
VP1742	Payment	Sysco Canada	Apr 11, 2025	673.09
VP1743	Payment	Athabasca Value Drug Mart	Apr 11, 2025	56.67
VP1744	Payment	Great West Media	Apr 11, 2025	92.40
VP1745	Payment	Reynolds Mirth Richards & Farmer LLP	Apr 11, 2025	231.67
VP1746	Payment	Freshet Creative Services	Apr 11, 2025	40.00
VP1747	Payment	Kelly Gilligan	Apr 11, 2025	525.00
VP1748	Payment	Athabasca Regional Waste Mgmt Services Comm.	Apr 11, 2025	517.65
VP1749	Payment	Team Aquatic Supplies Ltd.	Apr 11, 2025	1,051.68
VP1750	Payment	Startec Service	Apr 11, 2025	8,303.40
VP1751	Payment	Royal Caretaking Supplies Inc.	Apr 11, 2025	1,234.68
VP1752	Payment	Great Canadian Dollar Store	Apr 11, 2025	54.86
VP1753	Payment	FastSigns of Athabasca	Apr 11, 2025	281.98
VP1754	Payment	Marmak Information Services	Apr 11, 2025	873.60
VP1755	Payment	Polarscapes	Apr 11, 2025	1,092.00
VP1756	Payment	Stonefish Rentals	Apr 11, 2025	559.94
VP1757	Payment	Cougar Fuels Ltd.	Apr 11, 2025	165.08
VP1758	Payment	Canadian Linen & Uniform Service	Apr 11, 2025	158.38
VP1759	Payment	Canadian Tire	Apr 11, 2025	315.98
VP1760	Payment	AEDARSA	Apr 11, 2025	131.50
VP1761	Payment	Rock Solid Concrete	Apr 11, 2025	961.31
VP1762	Payment	Alberta Municipalities Services Corporation	Apr 11, 2025	48,436.48
DD-3382	Payment	Local Authorities Pension Plan	Apr 18, 2025	4,290.63
DD-3383	Payment	Receiver General - Taxation	Apr 18, 2025	13,965.91
VP1765	Payment	Local Authorities Pension Plan	Apr 18, 2025	0.00
VP1767	Payment	QSD Custom Manufacturing Inc.	Apr 23, 2025	10,425.98
VP1766	Payment		Apr 25, 2025	1,498.13
VP1767	Payment	Great Canadian Dollar Store	Apr 25, 2025	25.20
VP1768	Payment	Van Houtte Coffee Services Inc.	Apr 25, 2025	105.00
VP1769	Payment	Telus	Apr 25, 2025	151.14
VP1770	Payment	RFS Canada	Apr 25, 2025	803.01
VP1771	Payment	Sysco Canada	Apr 25, 2025	620.40
VP1772	Payment	Sysco Canada	Apr 25, 2025	134.62
VP1773	Payment	Sysco Canada	Apr 25, 2025	328.08
VP1774	Payment	Stonefish Rentals	Apr 25, 2025	419.96
VP1775	Payment	Startec Service	Apr 25, 2025	466.52
VP1776	Payment	Ainsworth Inc.	Apr 25, 2025	4,016.73
VP1777	Payment	Athabasca Home Hardware	Apr 25, 2025	493.43
VP1778	Payment	Athabasca Automotive	Apr 25, 2025	15.87
VP1778	Payment	Athabasca Automotive	Apr 25, 2025	2.20
VP1779	Payment	Canadian Linen & Uniform Service	Apr 25, 2025	158.38
VP1780	Payment	Industrial Machine Inc.	Apr 25, 2025	2,745.18
VP1781	Payment	Vivid Welding and Repair	Apr 25, 2025	99.75
VP1782	Payment	Canadian Tire	Apr 25, 2025	83.95
VP1784	Payment	Bell Canada	Apr 28, 2025	144.22



From: Rhonda Alix, General Manager
To: ARMS Board
Date: May 27, 2025
Subject: 2024 Year End Audited Financial Statements

Background

- Doyle & Company Chartered Professional Accountants have completed the Audit and Financial Statements for the year-ended December 31, 2024.

Attachments

- 2024 Draft Year End Audited Financial Statements

Discussion

- Our accounting staff member demonstrated exceptional accuracy and diligence this year. The Auditor identified only seven adjusting journal entries, reflecting a strong standard of financial reporting and internal controls.
- DRAFT Statement amounts:
 - Revenue - \$1,626,738.00
 - Member Requisitions - \$1,880,000.00
 - Total Revenue - \$3,506,738.00
 - Total Expenses - \$ 3,499,771.00
 - **Net Income – \$6,967.00**
- The biggest adjustment from the year end statements Administration presented to the Board was the addition of a payable account for employee vacation and other leaves.
 - Total Payable amount is \$44,533.00
 - This amount decreased our net income by \$42,746.00
- If we keep this payable recommended by our Auditor we will only add \$6,967.00 to our Reserve accounts and not the \$40,000.00 we budgeted.
- The Auditor also added the Capital Grants to Revenue and the costs to Expenses.
 - The amounts offset each other but do increase Revenue and Expenses.
 - Revenue - \$100,861.89
 - Building Expense - \$100,861.89

Recommendation

- Motion to accept the 2024 Draft Year End Audited Financial Statements as information and to hold the ARMS Annual General Meeting on June 16th before the ARMS Board Meeting.

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

General Manager – Rhonda Alix

Athabasca Regional Multiplex Society
Financial Statements
December 31, 2024

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Athabasca Regional Multiplex Society

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MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING

Management of the Athabasca Regional Multiplex Society is responsible for the preparation, accuracy, objectivity and integrity of the accompanying financial statements and all other information contained within this Society's financial position at December 31, 2024 and the results of its operations for the year then ended.

The financial statements have been prepared in compliance with legislation, and in accordance with Canadian public sector accounting standards for government not-for-profit organizations.

The financial statements include certain amounts based on estimates and judgments. Such amounts have been determined on a reasonable basis in order to ensure that the financial statements are presented fairly in all material respects.

In fulfilling its responsibilities and recognizing the limits inherent in all systems, management has designed and maintains a system of internal controls to produce reliable information and to meet reporting requirements on a timely basis. The system is designed to provide management with reasonable assurance that transactions are properly authorized and assets are properly accounted for and safeguarded.

These systems are monitored and evaluated by management and reliable financial information is available for preparation of the financial statements.

The Society's management carries out its responsibilities for review of the financial statements principally through regular meetings with management to discuss the results of audit examinations and financial reporting matters.

The external auditors have full access to the Board with and without the presence of management. The Society's Board of Directors has approved the financial statements.

The financial statements have been audited by Doyle & Company Chartered Professional Accountants, independent external auditors appointed by the Society. The accompanying Independent Auditor's Report outlines their responsibilities, the scope of their examination and their opinion on the Society's financial statements.

Rhonda Alix
General Manager

May 27, 2025
#2, University Drive
Athabasca, Alberta T9S 0A3

Edward Cheung, CPA, CA*
Scott T. Mockford, CPA, CA*
Allen Lee, CPA, CMA*
Jason Bondarevich, CPA, CA*
*Operates as a Professional Corporation

11210 – 107 Avenue N.W.
Edmonton, Alberta T5H 0Y1
Tel (780) 452-2300, Fax (780) 452-2335

INDEPENDENT AUDITORS' REPORT

To the Members of the Board of Directors

Opinion

We have audited the financial statements of **Athabasca Regional Multiplex Society** (the Society), which comprise the statement of financial position as at December 31, 2024, and the results of its operations, changes in its net financial assets and cash flows for the years then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Athabasca Regional Multiplex Society as at December 31, 2024, the results of its operations, changes in its net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards for government not-for-profit organizations.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Society in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards for government not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Society's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intends to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Society's financial reporting process

Auditor's Responsibility for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than from one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls.

INDEPENDENT AUDITORS' REPORT - continued

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Society's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Society's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Society to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the Group to express an opinion on the financial statements. We are responsible for the direction, supervision and performance of the group audit. We remain solely responsible for our audit opinion.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

We also provide those charged with governance with a statement that we have complied with relevant ethical requirements regarding independence, and to communicate with them all relationships and other matters that may reasonably be thought to bear on our independence, and where applicable, related safeguards.

May 27, 2025
11210 - 107 Avenue NW
Edmonton, Alberta T5H 0Y1



Chartered Professional Accountants

Athabasca Regional Multiplex Society

Statement of Financial Position

As at December 31, 2024

	2024	2023
	\$	\$
Financial Assets		
Cash	260,187	304,956
Restricted cash (Note 2)	780,223	-
Accounts receivable (Note 3)	111,712	237,863
Inventory	26,969	26,028
Prepaid expenses	109,307	61,074
	1,288,398	629,921
Liabilities		
Current		
Accounts payable and accrued liabilities (Note 4)	388,918	232,404
Deferred contributions (Note 5)	517,996	23,000
	906,914	255,404
Net Assets	381,484	374,517
	1,288,398	629,921

Approved by the Board:

Director, Board Chair

Director

Athabasca Regional Multiplex Society

Statement of Changes in Net Assets

For the year ended December 31, 2024

	Unrestricted	Internally Restricted	2024 \$	2023 \$
Balance, beginning of year	374,517	-	374,517	396,344
Excess (deficiency) of revenues over expenses	6,967	-	6,967	(21,827)
Transfers	(381,484)	381,484	-	-
Balance, end of year	-	381,484	381,484	374,517

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Athabasca Regional Multiplex Society

Statement of Operations

For the year ended December 31, 2024

	2024 Budget \$	2024 Actual \$	2023 Actual \$
Revenue			
Local government transfers (Note 6)	1,880,000	1,880,000	1,820,000
User fees	600,250	594,402	581,613
Rental	406,025	385,321	369,813
Government transfers (Note 7)	64,000	22,057	29,061
Capital grants	100,862	100,862	-
Contracted services	23,908	24,214	29,598
Advertising	61,000	56,472	50,961
Food services	407,000	399,651	144,632
Other	15,500	43,759	23,359
Total Revenues	3,558,545	3,506,738	3,049,037
Expenses			
Advertising and promotion	15,000	14,546	14,618
Contracted and general services	109,500	110,120	137,145
Insurance	78,000	93,434	82,911
Interest and bank charges	8,500	8,353	4,949
Professional fees	20,000	22,750	17,464
Repairs and maintenance	368,912	362,236	248,180
Supplies	411,350	397,188	292,385
Telephone	11,840	12,285	13,747
Utilities	747,000	665,084	738,976
Wages and employee benefits	1,746,350	1,813,775	1,520,490
Total Expenses	3,516,452	3,499,771	3,070,865
Excess (Deficiency) of Revenue over Expenses	42,093	6,967	(21,828)

The accompanying notes form part of these financial statements.

Athabasca Regional Multiplex Society

Statement of Cash Flows

For the year ended December 31, 2024

	2024 \$	2023 \$
Cash Flows from Operating Activities		
Cash received from funding agencies and customers	4,127,885	3,219,831
Cash paid to suppliers	(3,392,431)	(2,944,826)
	735,454	275,005
Change in Cash Flow	735,454	275,005
Cash - Beginning of year	304,956	29,951
Cash - End of year	1,040,410	304,956
Cash is comprised of;		
Cash	260,187	304,956
Restricted cash	780,223	-
	1,040,410	304,956

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Athabasca Regional Multiplex Society

Notes to the Financial Statements

December 31, 2024

Description of Operations

The Athabasca Regional Multiplex Society (the "Society") is a not-for-profit organization that is primarily responsible for the operation and promotion of recreation facilities in the Athabasca area. The Town of Athabasca and Athabasca County are members of the Society. The Society is exempt from income taxes under the Income Tax Act.

1. Significant Accounting Policies

The financial statements of the Athabasca Regional Multiplex Society are the representations of management prepared in accordance with Canadian public sector accounting standards for government not-for-profit organizations. Significant aspects of the accounting policies adopted by the municipality are as follows:

a) Basis of Accounting

The financial statements were prepared in accordance with Canadian public sector accounting standards for government not-for-profit organizations.

b) Revenue Recognition

The Society follows the deferral method of accounting for contributions.

Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Government transfers received in advance are deferred and recorded as revenue in the period in which they relate.

Rental revenue is recognized as the rental space is provided.

Local government transfers are recognized as revenue in the period in which the events giving rise to the transfer occurred, providing the transfer are authorized, eligibility criteria have been met, and reasonable estimates of the amounts can be made.

Revenue from the sale of foods services are recognized when customers purchase the goods.

Revenue derived from the sale of fitness membership contracts, daily use fees, advertising, and other contracted services are recognized as revenue as follows:

- a) Fitness membership contracts: recognized as income on a straight-line basis over the term of the contract.
- b) Daily use fees recognized as income when the pass is sold.
- c) Advertising: recognized as revenue over the term of the contract.
- d) Contracted services: when the performance for transactions are met and collection is reasonably assured.

c) Inventory

Inventory is valued at the lower of cost and net realizable value with the cost being determined on a first-in, first-out basis.

Athabasca Regional Multiplex Society

Notes to the Financial Statements

December 31, 2024

1. Significant Accounting Policies - continue

d) Use of Estimates

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenditure during the period.

Accounts receivable are stated after evaluation as to their collectability and an appropriate allowance for doubtful accounts is provided where considered necessary. Provisions are made for slow moving and obsolete inventory.

These estimates and assumptions are reviewed periodically and, as adjustments become necessary, they are reported in the revenue or expenses in the period in which they become known. Actual results could differ from those estimates.

e) Contributed Services

The operations of the Society depend on both the contribution of time by volunteers and materials donated from various sources. The fair value of donated materials and services cannot be reasonably determined and are therefore not reflected in these financial statements.

f) Cash and Temporary Investments

Cash and temporary investments consists of bank accounts and temporary investments with maturities of three months or less.

g) Capital Assets

The multiplex facility is owned by the Town of Athabasca and Athabasca County. The original costs and all subsequent building related capital expenditures have been paid by the two municipalities and are recorded in their financial records.

All equipment, including fitness centre, furnishing and computer equipment are owned by the multiplex. The costs related to these acquisitions is netted against the funding received. Therefore, on the statement of financial position there are no capital assets shown.

h) Pension Expenses

Contributions for current and past service pension benefits are recorded as expenses in the year in which they become due.

Athabasca Regional Multiplex Society

Notes to the Financial Statements

December 31, 2024

1. Significant Accounting Policies - continue

i) Financial Instruments

Measurement of financial instruments

The Society initially measures its financial assets and financial liabilities at fair value adjusted by, in the case of a financial instrument that will not be measured subsequently at fair value, the amount of transactions costs directly attributable to the instruments

The Society subsequently measures all its financial assets and financial liabilities at amortized cost, except for investment in equity instruments that are quoted in an active market, which are measure at fair value. Changes in fair value are recognized in the statement of operations.

Financial assets measured at amortized cost include cash and accounts receivable.

Financial liabilities measured at amortized cost include accounts payable and accrued liabilities.

The Society has no financial assets measured at fair value.

Impairment

Financial assets measured at cost are tested for impairment when there are indicators of impairment. the amount of the write-down is recognized in the excess of revenue over expenses. The previously recognized impairment loss may be reversed to the extent of the improvement, directly or by adjusting the allowance account, provided it is no greater than the amount that would have been reported at the date of the reversal had the impairment not been recognized previously. The amount of the reversal is recognized in net income.

Transaction costs

The Society recognizes its transaction costs in the excess of revenue over expenses in the period incurred. However the carrying amount of the financial instrument that will not be subsequently measured at fair value is reflected in the transaction cost that are directly attributable to their organization, issuance or assumption.

j) Internally Restricted Reserves

The Society has established both an operating and a capital reserve.

The operating reserve is intended to be used on unexpected or unbudgeted expenditures that arise during a year.

The capital budget is intended to be used for future capital expenditures.

Athabasca Regional Multiplex Society

Notes to the Financial Statements

December 31, 2024

2. Restricted Cash

	2024	2023
	\$	\$
Operating reserve	142,586	-
Capital reserve	386,079	-
Solar grant	251,558	-
	780,223	-

3. Accounts Receivable

	2024	2023
	\$	\$
Trade	98,930	87,118
GST receivable	11,395	-
Athabasca County	1,324	126,430
Town of Athabasca	63	24,315
	111,712	237,863

4. Accounts Payable and Accrued Liabilities

	2024	2023
	\$	\$
Trade	184,512	202,418
GST payable	-	2,210
Wages and employee benefits	31,735	25,989
Vacation, personal, floater and overtime	44,533	1,787
Athabasca County	128,138	-
	388,918	232,404

5. Deferred Contributions

	2024	2023
	\$	\$
Richardson Foundation	1,861	15,000
Pembina Pipeline Corporation	-	8,000
Athabasca County	312,477	-
Town of Athabasca	60,918	-
Alberta Pacific Forest Industries Inc.	13,440	-
Government of Alberta	125,000	-
Kingston Midstream	4,300	-
	517,996	23,000

Athabasca Regional Multiplex Society

Notes to the Financial Statements

December 31, 2024

6. Local Government Transfers

	2024	2023
	\$	\$
Town of Athabasca	940,000	910,000
Athabasca County	940,000	910,000
	1,880,000	1,820,000

See Note 8 - Related Party Transactions

7. Government Transfers

	2024	2023
	\$	\$
Government of Canada	9,557	14,141
Government of Alberta	12,500	11,110
Town of Athabasca	-	3,810
	22,057	29,061

8. Related Party Transactions

Athabasca County and the Town of Athabasca are related to the Society by virtue of being joint operators of the Society. All transactions with the County and Town are in the normal course of business and are measured at the exchange amount, which is the amount of consideration established and agreed to by the related parties.

9. Local Authorities Pension Plan

Employees of the Society participate in the Local Authorities Pension Plan (LAPP), which is one of the plans covered by the Alberta Public Sector Pension Plans Act. The LAPP serves about 250,000 people and over 400 employers. The LAPP is financed by employer and employee contributions and by investment earnings of the LAPP fund.

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

The Society is required to make current service contributions to the LAPP of 8.45% of pensionable earnings up to the year's maximum pensionable earnings under the Canada Pension Plan and 12.23% on pensionable earnings above this amount. Employees of the Society are required to make current service contributions of 7.45% of pensionable salary up to the year's maximum pensionable salary and 11.23% on pensionable salary above this amount.

Total current service contributions by the Society to the LAPP in 2024 were \$75,778 (2023 - \$65,502). Total current service contributions by the employees of the Society to the LAPP in 2024 were \$66,440 (2023 - \$57,951).

At December 31, 2023, the LAPP disclosed an actuarial surplus of \$15.057 billion (2022 - \$12.6 billion). The 2024 actuarial surplus was not available prior to issuing these financial statements.

Athabasca Regional Multiplex Society

Notes to the Financial Statements

December 31, 2024

10. Financial Risks

The Society is exposed to various risks through its financial instruments and has a comprehensive risk management framework to monitor, evaluate and manage these risks. The following analysis provides information about the Society's risk exposure and concentration as of December 31, 2024.

(a) Credit Risk

Credit risk arises from the potential that a counter party will fail to perform its obligations. The Society is exposed to credit risk from its membership. The Society has a significant number of members which minimizes concentration of credit risk.

(b) Liquidity Risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. The Society is exposed to the risk mainly in respect of its receipt of funds from members.

The Society mitigates the risk by monitoring cash activities and expected outflows through extensive budgeting and maintaining investments that may be converted to cash in the near-term if unexpected cash outflows arise.

Unless otherwise noted, the fair value of these financial instruments approximates their carrying values.

11. Economic Dependence

The Society's primary source of funding consists of local government transfers from the Town of Athabasca and Athabasca County. The Society's ability to continue viable operations is dependent upon the ability of the Town and County to continue their funding. As at the date of the financial statements, the Society is confident this support will continue in the future.

12. Segmented Disclosure

The Society provides a range of services to its users. For each reported segment, revenues and expenses represent both amounts that are directly attributable to the segment and amounts that are allocated on a reasonable basis. The accounting policies used in these segments are consistent with those followed in the preparation of the financial statement as disclosed in Note 1.

13. Budgets

The budget amounts have been presented for information purposes and have not been audited.

14. Approval of Financial Statements

The Board and management have approved these financial statements.

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	\$	14,680.00	\$ 141.00
Roof Repairs - yearly maintenance	\$	6,500.00	\$ -
PA Amplifier x2/repair costs for PA system	\$	7,000.00	\$ -

**Outstanding as project
did not get completed
with satisfactory work.**

TOTAL EXPENSES AND ASSET ALLOCATION	\$	68,163.00
TOTAL CAPITAL REVENUE REMAINING	\$	121,837.00

Add Kingston Midstream Grant Funds	\$	4,300.00
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TOTAL CAPITAL REVENUE REMAINING	\$	126,137.00
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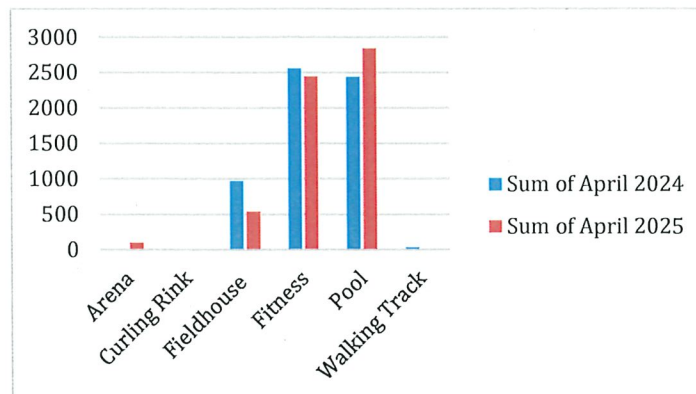
Transfer to Reserve Fund	\$	117,500.00
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Transfer to Reserve Fund	\$	8,637.00
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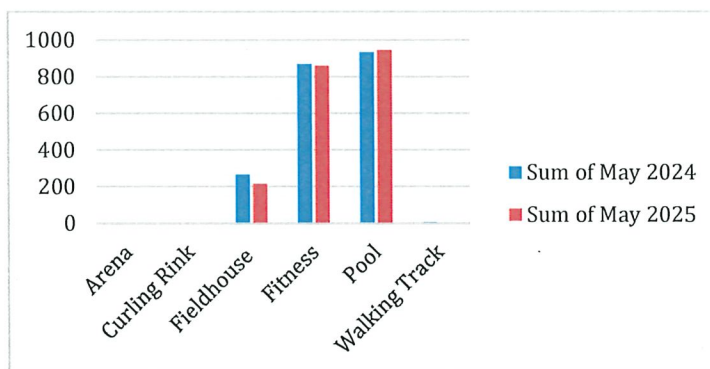
Attendance

April 2025 Analysis

Row Labels	April 2024	April 2025
Arena	3	96
Curling Rink	0	0
Fieldhouse	966	536
Fitness	2557	2442
Pool	2436	2841
Walking Track	30	12
Grand Total	5992	5927

April 2025 Daily Average = 198May 1 - 12 2025 Analysis

Row Labels	May 2024	May 2025
Arena	1	0
Curling Rink	0	0
Fieldhouse	266	215
Fitness	868	860
Pool	933	946
Walking Track	6	3
Grand Total	2074	2024

May 1-12, 2025, Daily Average = 169

Membership Analysis

January 2025

Membership	Regular	Corporate	Auto Renew	Total Memberships	Total Members
Adult	134	63	26	223	223
Child	14		2	16	16
Family	48		33	81	345
Senior	47		9	56	56
Student	8		3	11	11
Aspen View	77		13	90	90
Total	328	63	86	477	741

Membership Analysis
February 2025

Membership	Regular	Corporate	Auto Renew	Total Memberships	Total Members
Adult	138	63	26	227	227
Child	11		2	13	13
Family	51		35	86	363
Senior	39		9	48	48
Student	12		3	15	15
Aspen View	73		13	86	86
Total	324	63	88	475	752

Membership Analysis
March 2025

Membership	Regular	Corporate	Auto Renew	Total Memberships	Total Members
Adult	139	54	28	221	221
Child	15		2	17	17
Family	47		34	81	342
Senior	35		9	44	44
Student	10		3	13	13
Aspen View	72		13	85	85
Total	318	54	89	461	722

Membership Analysis
April 2025

Membership	Regular	Corporate	Auto Renew	Total Memberships	Total Members
Adult	153	56	25	234	234
Child	8		2	10	10
Family	34		34	68	297
Senior	52	1	9	62	62
Student	24		3	27	27
Aspen View	72		14	86	86
Total	343	57	87	487	716

General

- The facility was closed on Monday May 19th for Victoria Day.
- Administration contacted Aspen View Public Schools inquiring about what the disposal of the Solar Panels on EPC School means. Currently Aspen View is not disposing of the solar panels.

Grants

- CFEP small grant change of scope was approved to include the Fieldhouse Compressors replacement.
- The GICB Grant application remains pending. To date, the Town of Athabasca has not received any official response or update regarding its status.
 - Completed Applications
 - FCC Grant - \$10,000.00 – Fieldhouse Chiller Compressor Repair
 - Alberta Security Infrastructure Grant - \$25,000.00 – PA System and Camera Upgrade – denied as we have not completed a security risk assessment.
 - CFEP Large Grant – Expression of Interest – Curling Rink & Arena Brine Headers, Zamboni replacement and Roof repairs - \$534,000.00

Event updates

- Oilers watch Party in the Lounge
 - Contacted the Curling Club to see if they would open the Lounge for an Oiler watch party.
 - They were not interested again this year. Did state that maybe the next series if the Oilers make it through.

Athabasca University Convocation

- Convocation is June 5th & 6th.
- Tim and I have had several meetings with the Event Planning team, as well as multiple planning sessions with our internal team. We are very excited to be hosting Athabasca University's Convocation again this year and look forward to another successful event.

Promotions

- Month of April – Buy 3 months and get 1 month free
 - We sold 110 - 3-month memberships
- Created a Programs Punch Pass for our Fitness & Aquatic Programs
 - Members and non-members pricing
- Fridays in May – Members can Bring a Friend for Free.
- Sound of Music Promotion
 - If you purchased an Autorenewal membership during May 5th-16th you were entered into a draw for a chance to win 2 tickets to the Saturday night Sound of Music Play.
- Senior's Day
 - Every Thursday – 6:30am to 11:30am. Free drop in and coffee for Seniors.
- June – Participation Grant
 - Monday June 9th and June 30th – ½ price drop in rates.

Movies

- We played Paddington in Peru and Barbie in Fieldhouse on May 11th.
 - Paddington in Peru
 - 7 tickets sold and \$31.00 at the Concession
 - Barbie
 - 0 tickets sold
- We had a net loss on the May movies.

Emergency Response Summary – Boyle Wildfire Assistance

- On Tuesday, May 6th, Administration was in contact with Athabasca County regarding the wildfire situation. While the Multiplex was not activated as an evacuation site, Lac La Biche and the Bold Centre were utilized for that purpose.
- Following this, Administration reached out to Athabasca County to offer support in preparing meals for Firefighters and emergency crews. Our offer was accepted, and the following meals were prepared.

Wednesday May 7th

- 100 wraps/sandwiches and 100 bags of chips.

Thursday May 8th

- 75 Philly cheese steak sandwiches and 4 pizza boxes full of cookies.
- 70 baked pastas with garlic toast.

Friday May 9th

- 60 bacon cheeseburgers with 60 sides of pasta salad.

Several Multiplex staff participated in this effort, assisting with meal preparation and packaging to ensure timely delivery to support those on the front lines.

Arena

- April 9th – Minor ball has their equipment set up in the Arena for practices if needed.
- April 24th – ADMHA Awards night.
- May 23rd – 25th – EPC Graduation.
- June 4 – Convocation booking starts.

Aquatic Centre

- May 5th – Started closing the Pool at 8:00pm – Monday through Friday.
 - Patrons can rent the pool privately from 8:00pm to 9:00pm – Monday through Friday.
- June 28th – Free Swim from 3:00pm to 5:00pm – sponsor Native Friendship Centre.

Curling Rink

- June 1 – Convocation booking starts.

Fieldhouse

- April 12th – Athabasca Fish & Game Supper.
- April 16th – EPC Badminton Tournament.
- April 21st – Easter Egg Hunt.
- April 23rd – EPC Career Fair.
- April 25th – 27th – Ukrainian Dance 50th Anniversary.
- April 29th – EPC Badminton Tournament.
- April 30th – High School Skills Day.
- May 3rd – Pickleball Tournament.
- May 11th – Multiplex Move Night.
- May 13th – Last day for the Athabasca Homeschool group weekly Fieldhouse rental.
- May 14th – Aspen View Robotics Tournament.
- May 16th – 19th – Fieldhouse closure to complete the floor repairs.
- May 23rd – 25th – EPC Graduation.
- May 26th – Funeral.
- June 1 – Convocation booking starts.

Theatre

- April 22nd – EPC One Acts.
- May 3rd & 4th – Athabasca Dance Society Year End Performance.
- May 6th – Heartwood Folk Club Performance.
- May 15th – 17th – BRASS Presents Sound of Music.
- June 8th – ARMS Movie.
- July 3rd – EpicLive Presents the Hip Experience.
- July 7th – 11th – Theatre Drama Camp.
- July 13th – ARMS Movie.
- July 14th – 18th – Theatre Drama Camp.
- August 10th – ARMS Move night.

Meeting Rooms

- June 4 – Convocation booking starts.

Sports Fields

- Athabasca Minor Ball has a U15AA team this season. They will continue to practice and possibly have home games until the middle of July.
- April 24th – Athabasca Minor Ball start to utilize the diamonds for practices.
- May 5th - Slo-Pitch season started. They are primarily only using one diamond per day at the Multiplex.
- June 27th, 28th & 29th - The Slo-Pitch tournament has been cancelled.

Respectfully submitted,



Rhonda Alix,
General Manager

Athabasca Regional Multiplex Society Action Log

Meeting date: **May 27, 2025**

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. Administration has purchased a secan and a development permit application has been sent to the Town.	Completed
#25-13	Motion by Director Hall to direct Administration to report on all capital expenditures spent at the Nancy Appleby Theatre from March 10, 2020, to present.	February 24, 2025	Administration presented the capital expenses spent at the Theatre at the April 22, 2025 Board meeting.	Completed
#25-18	Motion by Director Wallach to direct Administration to bring back comparable rates on first aid and training courses.	February 24, 2025	Administration presented the comparable rates on first aid to the April 22, 2025 Board meeting.	Completed
#25-31	Motion by Director Wallach to direct Administration to send a letter to the Town of Athabasca requesting that the 66% theatre insurance allocation be recalculated based on the square footage included in the assessment summery and further to request a detailed breakdown of the insurance and general liability premiums being allocated to ARMS specifically showing what coverage is allocated for the theatre and multiplex.	April 22, 2025	Administration sent a letter the Town of Athabasca CAO requesting the recalculation and the detailed breakdown of insurance for the Theatre and Multiplex.	Completed
#25-32	Motion by Director Pacholok to add the amendments as discussed to 500-003 Conduct of Patrons and Facility Discipline Policy.	April 22, 2025	500-003 conduct of patrons and facility discipline policy was amended and updated.	Completed
#25-34	Motion by Director Reimer for the Board Chair to send a letter to the Celebrating Rural Women's Conference Committee in response to their letter of concern.	April 22, 2025	Char Anderson has sent a letter to the Rural Women's Conference Committee.	Completed
#25-35	Motion by Director LeMessurier to direct Administration to upload all ARMS Board Agenda Packages to the website, beginning with the packages from September 2024 to present, and continue posting each package in advance of future meetings.	April 22, 2025	ARMS Board Packages have been uploaded to the website from September 2024 to present, and we will continue posting each package.	Completed

Athabasca Regional Multiplex Society Action Log

Meeting date: **May 27, 2025**

Motion #	Action / Motion	Meeting Date	Progress/Comments	Status
#25-37	Motion by Director Wallach to direct Administration to submit a Change of Scope Request to the CFEP Grants Office to seek approval for the reallocation of any remaining funds toward the Fieldhouse chiller compressor replacement. If the Change of Scope is approved, Administration is further directed to proceed with the Fieldhouse chiller compressor replacement project, with any additional required funding to be sourced from the Capital Reserve account.	April 22, 2025	Administration completed the Change of Scope request on April 24 which was approved on May 9. Administration ordered the compressors for the Fieldhouse on May 12.	Completed
#25-39	Motion by Director LeMessurier to apply a 50% discount to any participant who has completed the Breathe Easy Program for up to a 6-month membership or punch pass.	April 22, 2025	Administration let the Breathe Easy Program administration know that participants that complete the program will received a 50% discount for a 6-month membership or punch pass.	Completed
#25-42	Motion by Director LeMessurier to send a letter to the Town of Athabasca and Athabasca County Councils as discussed in closed session.	April 22, 2025	Administration has sent letters to the Town of Athabasca and Athabasca County Councils.	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	Administration is working with the ARMS Board on draft lease agreements for the Multiplex and Theatre.	In Progress
#24-090	Motion by Director Pacholok to direct Administration to retain an expert to review and provide and an opinion about the Aquatic Centre boilers.	July 15, 2024	Administration is investigating the next steps with the Aquatic Centre boilers.	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 presented the Asset Management plan the Town Council on February 18, 2025. Administration is presenting at the Athabasca County Committee of the Whole meeting on June 17.	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	Added to the February 24, 2025 Board meeting agenda. Tabled the motion until after the Strategic Plan is complete.	In Progress
#24-108	Motion by Director Kapitaniuk to table the 2025 Proposed Membership Rates until after the Strategic Planning meetings.	September 16, 2024	Added to the February 24, 2025 Board meeting agenda. Tabled the motion until after the Strategic Plan is complete.	In Progress

Athabasca Regional Multiplex Society Action Log

Meeting date: **May 27, 2025**

Motion #	Action / Motion	Meeting Date	Progress/Comments	Status
#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
#25-06	Motion by Director Kapitaniuk to direct Administration to work with RC Strategies and make the necessary changes to the draft Strategic Plan as discussed.	January 27, 2025	Administration will bring back the updated Strategic Plan for review at the next meeting.	In Progress
#25-10	Motion by Director LeMessurier to table item 10. c to the June ARMS meeting for discussion	January 27, 2025	Administration will bring the information back to the June Board meeting for discussion in camera.	In Progress
#25-36	Motion by Director Wallach to direct Administration to add the First Aid Course comparison rates to the 2025 ARMS Facility Rental Rate discussion.	April 22, 2025	Administration will bring this information to the board meeting with the 2025 Facility Rate 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
#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
#25-05	Motion by Director Wallach to direct Administration to report monthly on the number of active memberships in the General Manager's report.	January 27, 2025	Administration will add the membership analysis to the General Managers monthly report.	ongoing

Pool Mechanical

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

Fitness Centre

All the stained ceiling tiles in the fitness centre have been replaced.

All fitness equipment has been serviced, which included replacing some small components like straps and electrical cords.

Arena

Hockey boards have been cleaned by Hi-Pro Services.

Operations staff are now preparing for the upcoming EPC Graduation and University Convocation ceremonies.

Curling Rink

Curling rink scoreboards have been retrofitted with LED lights.

The replacement of the curling rink dehumidification system is scheduled for mid to late August.

Fieldhouse

The floor repairs have finally been completed on May 16th.

Fieldhouse Chiller replacement compressors have been ordered.

Exterior Grounds

Operations and EPC Student workers have been working on clearing garbage and prepping landscaped areas around the building. Also, operations have filled potholes with cold patch in the parking lot.

Two soccer fields have been lined (EPC field and Multiplex field) and one rugby field has also been lined (EPC field).

A meeting with Aspen View is being coordinated to review the remaining field to be turned over to the multiplex.

All baseball fields are open, and operations have completed filling of the foul lines on diamond #1 and will be working on the other fields throughout the summer. In addition to the foul lines project, operations will be making repairs to low spots in the shale with clay and top dressing with shale.

Concession

Both concession and back kitchen exhaust units require new sheeves for the system to properly function. Both units do operate but are constantly throwing belts. Parts are being sourced and will be replaced as soon as possible.

Life Safety

Public Announcement system backbone infrastructure work has been completed and has restored the use of the ceiling speakers in the curling rink and fieldhouse. The system will be fully functional when TELUS is able to program our new paging module so that facility-wide announcements can be made from multiplex telephones within the facility. -UPDATE- Still working with TELUS and Aspen View on getting the paging unit programed to work as intended.

Administration

We started working with EPC's student work program at the beginning of March, we have 6 students that come 2-3 days a week between 12:30PM -1:30PM for work experience. They have been learning about the multiplex and have been helping in all departments and areas of the building. The program will continue to run through to the end of May.

Theatre

Stage curtains have been installed as of May 1st. Feedback from the rental groups using the theatre with the new curtains has been positive.

Respectfully submitted,



Tim Wolfenberg

Facility Manager

Aquatics Report – May 2025



General Update

- May has brought many small changes to the Fitness and Aquatics Centre that have helped prepare us for the spring season.

Holidays

- The facility was closed on May 19, 2025, for the May Long Weekend.
- We reopened as scheduled on May 20, 2025.

Aquatic Centre Hours

- Effective May 5, the Aquatics Centre began closing at 8:00 PM for regular pool access.
 - Private pool rentals are now available on all weeknights from 8:00 PM to 9:00 PM.
- The Fitness Centre will remain open later, in line with the rest of the facility's operating hours, until seasonal hours change.

Program Updates & 2025 Changes

- **Fitness Programs:** Indoor fitness programs are beginning to wind down for the spring season and will pause until the fall. However, we are planning to offer a few sessions during the summer, something new this year, to keep programs top of mind during the seasonal break.
- **Drop-In Water Polo:** Continues every other Thursday from 7:00 PM to 8:00 PM and will run through to June.
- **Yoga:** Classes continue on Tuesdays from 6:00 PM to 7:00 PM, ending on June 17.
- **Spin Classes:** Monday afternoon and Friday morning classes will not continue this spring. Tuesday and Thursday morning classes will continue from 6:15 AM to 7:00 AM, running until June 10 and 12, respectively.
- **Introductory Fitness:** Youth & Adult classes have ended for the season and will resume in the fall.
- **Athabasca Rapids Swim Club:** Currently in their spring season, with sessions on Mondays and Wednesdays from 4:00 PM to 5:00 PM, ending June 9. They have already booked their fall season for September 2025.
- **Aqua Fit:** Continues with seven classes held across four mornings each week.
- **Aqua Pole:** Has ended for the spring season. We hope to offer it again in late summer or early fall.

Swim Lessons

- School swimming lessons have continued throughout May and will continue into June.
 - We expect approximately 308 students to participate in school swimming lessons during this time, with the majority attending in May.
- In addition to structured lessons, many schools have booked pool time for fun swims, scheduled outside of their lesson blocks. We have seen an increase in end-of-season bookings, especially in June, with approximately 84 students participating, not including EPC bookings, which are expected to bring in even more students.
- Regular swim lessons have continued as scheduled through April, May, and into June, and will conclude with the final Saturday session on June 21.
 - We have also added an additional set of adult swim lessons, running from May 14 to June 11.

Aquatics Report – May 2025



Staff Training

- Inservice will be held on May 26 from 4:00 PM to 6:00 PM.
 - The focus for May is on lifeguarding, with additional emphasis on rule enforcement and communication with the public.
- Our Shift Leader meeting will take place on May 23. During this session, we will be reviewing key topics and gathering feedback from the supervising staff. This input will help guide necessary changes, including updates to the evening cleaning schedule to reflect our new facility hours.

Pool Closures & Equipment Updates

- The leisure pool experienced a minor contamination incident on May 18 at approximately 4:00 PM, near the end of public swim.
 - The pool was closed for the remainder of the swim, and within one hour, all required cleaning, disinfecting, chlorination, and testing procedures were completed.
- Repairs to the now-turquoise slide are holding up exceptionally well and have proven to be durable.
- The basketball hoops were replaced; however, the new set initially installed was found to have defective metal and had to be returned. A second set was ordered and has now been installed and is performing well.
 - We were without basketball hoops from May 1 to May 15, 2025.
- One of the water bottle fillers in the Fitness Centre is currently out of order and awaiting repairs. However, the water fountain remains operational, and other bottle fillers throughout the facility are still in service.

Sponsored Free Swims

- As discussed at the last meeting, the Athabasca Native Friendship Centre has expressed interest in sponsoring additional free swims. While they have not yet committed to a monthly sponsorship, they have reached out and will be sponsoring another swim this June to celebrate the end of the school year.
 - Further details will be included in the June report.

Signature: _____

A handwritten signature in blue ink, appearing to read "Dylan Zilinski", written over a horizontal line.

Dylan Zilinski,

Aquatic Supervisor

Concession

- The kitchen hoods are currently running slow; Operations staff will replace the belt to resolve the issue.
- Signage and menu TVs are kept current and updated as needed.
- All concession staff have been laid off for the summer.
- Operating Hours are from 11:00 AM to 3:00 PM, Monday through Thursday, unless there is a scheduled event or the school is closed.

Menu

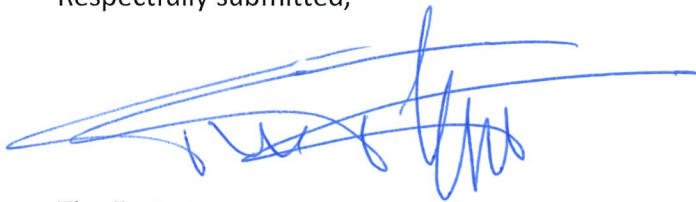
- Adding a "VALUE" selection has been successful moving products.

Caterings

- Formal catering operations are currently on hold.
- We have fulfilled a few catering and concession requests for customers ordering directly from our regular menu.
- We prepared meals for the Firefighters and emergency crews fighting the wildfire.
- Next week, we will be providing lunch for a customer hosting meetings at the Multiplex.

It is good to be back. Settling back into the routine has been going well. I appreciate the support.

Respectfully submitted,



Tim Festeryga
Concession Supervisor



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

Background

- Administration has sent the changes the Board requested in the Draft Strategic Plan to RC Strategies.

Attachments

- RC Strategies Revised Draft Strategic Plan

Discussion

- Administration submitted revisions to the Draft Strategic Plan to RC Strategies for further editing.
- RC Strategies incorporated the revisions and completed the updated Draft Strategic Plan.

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', positioned above a horizontal line.

General Manager – Rhonda Alix



Athabasca Regional Multiplex Society

STRATEGIC PLAN



Land Acknowledgement

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

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1 INTRODUCTION



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 local sports fields and the Nancy Appleby Theatre.

The Town and the County agree that there are many benefits to 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 achieve its goals related to 1) infrastructure 2) Well-being 3) Leadership and 4) Community (2022–2032 Council Strategic Plan).

CURRENT SOCIETY ACHIEVEMENTS

In 2023, the Society provided spaces and programs for regional residents and visitors to participate in a variety of activities.

USAGE



The Multiplex has
38 user groups and
3,165 members



33,010 swim visits
in the pool
415 hours booked
in the **pool**



The Society provided
36 registered
summer programs
with **637 participants**



22,194 drop-ins



67,313 aquatics and fitness facility visits,
3,165 memberships representing **38,626 visits**



6,493 punch
passes



440 hours booked
on Society operated
ball diamonds

CAPACITY



Arena ice is rented
out at **82% of**
overall capacity



Arena dry floor is
rented out at **14%**
of overall capacity



Curling rink ice is
used at **12% of**
overall capacity



Curling rink dry
floor is used at
38% of overall
capacity







Fieldhouse is rented
out at **43% of**
overall capacity



Theatre is used at
27% of overall
capacity

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.



2 PURPOSE, MISSION AND VALUES

PURPOSE STATEMENT

ARMS fosters happiness, health, and connection in the Athabasca Region by providing recreation and cultural opportunities. Through the stewardship of safe, welcoming, and modern spaces, we strive for all community members to feel valued, involved, and supported.

MISSION

ARMS enriches life in the Athabasca Region by providing inclusive, high-quality recreation and cultural services that reflect community needs and characteristics.



VALUES



Partnership and Collaboration; ARMS works with partners where possible to help leverage investment and broaden the impact of public investment.



Environmental Sustainability; ARMS projects and initiatives aim to reduce the environmental impact of its operations.



Financial Accountability and Efficiency; ARMS aims to optimize Town and County investment, increasing revenues and reducing expenses, while reducing the cost per use / user fees of programs and services wherever possible.



Innovation through Data Driven Creativity; ARMS leads with creativity and innovation, using quality data to design, deliver, and improve impactful programs and services.



Participation and Access for All; ARMS aims to maximize participation by providing inclusive, equitable, and accessible recreation and cultural opportunities for all residents and visitors.



3 STRATEGIC FOCUS

This section of the Strategic Plan outlines the strategic pillars that support the mission and vision of this document. Each pillar includes a clear purpose statement, defined goals, and indicators of success. Actionable tactics are aligned with the strategic values, each with an associated timeline and estimated investment. Together, these pillars guide the Society's operational and investment decisions, ensuring strategic alignment with the purpose statement, mission, and values for long-term positive community impact.

The following defines the terms of the timeline and investment outlined in the tactics:

Timeline: *Short (0 - 3 years) Mid (4 - 6 years) Long (7 years +)*

Investment: \$ (<\$25K) \$\$ (\$25 - 100K) \$\$\$ (>100K)





PILLAR 1: GOVERNANCE

PURPOSE

To ensure that the appropriate agreements and structures are in place to direct and manage the ARMS, within a framework of accountability and transparency so that the Society is accountable and responsive to staff, users and partners.

GOALS



























1. Consistent and fair facility and program access.
2. Consistent process for exploring recreation and culture needs.
3. Develop a formal agreement for the ARMS partnership.
4. Conduct planning to support ARMS facilities and spaces.

INDICATORS OF SUCCESS

- Partnership agreements.
- Appropriate policies and procedures.
- Conflict resolution processes.
- Proper policies and procedures to support the long-term operation of facilities and spaces.
- Develop a Master Plan.



TACTICS

Tactic	Timeline (short/mid/ long term)	Investment (\$/\$\$/\$\$\$)	Value Alignment
Work towards a formal ARMS partnership agreement.	Short	\$	  
Host an annual meeting with Elected officials from both municipalities.	Short	\$	 
Implement this Strategic Plan and adopt purpose statement, vision and values within.	Short	\$	  
Complete an annual review of the Strategic Plan agreed upon objectives and implementation actions.	Short	\$	 
Develop a current and agreed to User Fee Policy.	Mid	\$	  
Develop a current and agreed to Allocation Policy.	Mid	\$	  
Conduct a Needs Assessment on a 5 year cycle.	Mid	\$\$	    
Develop a Regional Recreation and Culture Master Plan.	Mid	\$\$	    

PILLAR 2: PROGRAMS AND OPERATIONS

PURPOSE

To develop, maintain and support a variety of programs, amenities and services at ARMS facilities, while adhering to established objectives, strategies, and budget.

GOALS
































1. Support access to Recreation and Culture programming and spaces for all.
2. Create and implement a communications plan.
3. Maximize use of ARMS facilities and spaces to realize community benefit.

INDICATORS OF SUCCESS

- Variety of programs and services available to different parts of population.
- Improved utilization rates of ARMS facilities and spaces.
- Utilizing technology to support community utilization.
- Responding to community recreation and cultures needs and wants.
- Maintaining a budget.
- Adhering to operating procedures.
- Community satisfaction.



TACTICS

Tactic	Timeline (short/mid/ long term)	Investment (\$/\$\$/\$\$\$)	Value Alignment
Offer programming that focuses on serving a variety of skills level, personal abilities and ages.	Short	\$	   
Program a variety of opportunities at different times of the day and nights for community use.	Short	\$	     
Consistently offer no or low-cost recreation and culture opportunities.	Short	\$	   
Pursue collaboration opportunities and partnerships with different organizations to support the overall community wellbeing.	Short	\$	 
Create consistent messaging and use of communication channels to promote and market recreation and culture opportunities.	Short	\$	   
Develop brand standards and marketing templates.	Short	\$	
Conduct annual survey of patrons and user groups.	Short	\$	   
Implement protocols and code of conduct for the use of facilities and spaces for user groups.	Mid	\$\$	   
Utilizing and monitoring technology and software to understand community use of facilities and spaces.	Mid	\$\$	 

PILLAR 3: ASSET MANAGEMENT

PURPOSE

The ARMS to be responsible for the operations and stewardship of public investment in recreation facilities and spaces by ensuring that they are operated and maintained in an appropriate way over time.

GOALS













1. Monitor and ensure long term maintenance of ARMS facilities and spaces.
2. Continue regional collaboration to support the long-term investment of recreation and culture facilities and spaces.
3. Establish a long-term investment plan to maintain existing service levels.
4. Practice environmental stewardship and awareness in facility operations.

INDICATORS OF SUCCESS

- Short/Mid/Long term plan outlining opportunities for facility and service improvements.
- Responsible management of public investment.
- Utilizing technology to support operations where appropriate.



TACTICS

Tactic	Timeline (short/mid/ long term)	Investment (\$/\$\$/\$\$\$)	Value Alignment
Continue to implement the Asset Management Policy.	Mid	\$	 
Develop a prioritized capital investment plan that is aligned with the values and pillars of this Strategic Plan.	Mid	\$	  
Explore new technologies for a better understanding of performance measures and efficiencies for the maintenance and longevity of facilities and spaces.	Long	\$\$	  
Conduct an environmental audit of the facility and create a building maintenance plan to reduce environmental impact.	Long	\$\$	
Seek out alternative or additional funding sources to support capital and lifecycle investment needs.	Long	\$\$\$	 
Create a reserve capital spending account for unexpected infrastructure costs.	Long	\$\$\$	







From: Rhonda Alix, General Manager
To: ARMS Board
Date: May 27, 2025
Subject: Insurance Analysis

Background

- Administration completed a complete insurance analysis as insurance rates increased substantially.
- At the February 24, 2025, ARMS Board meeting the following motion was carried.

25-16 Motion by Director Wallach *"for Administration to get more information from the Athabasca County on our insurance premium breakdown and bring the information back to the next board meeting. And send a letter to the Town of Athabasca requesting an explanation of the 66% premiums charged for the Nancy Appleby Theatre property."*

At the April 22, 2025, ARMS Board meeting the following motion was carried.

#25-31 *"Motion by Director Wallach to direct Administration to send a letter to the Town of Athabasca requesting that the 66% theatre insurance allocation be recalculated based on the square footage included in the assessment summary and further to request a detailed breakdown of the insurance and general liability premiums being allocated to ARMS specifically showing what coverage is allocated for the theatre and multiplex."*

Attachments

- Multiplex GM Letter to Town of Athabasca – dated May 1
- Multiplex GM Letter to Town of Athabasca – dated February 28
- Letter from the Town of Athabasca to ARMS - dated March 13
- Multiplex and Aquatic Centre Insurance Premium history update by the Athabasca County
- Nancy Appleby Theatre and Landing Pool Insurance Premium history updated

Discussion

- Multiplex and Aquatic Centre – Insurance through RMA – Athabasca County
 - Premiums increased by 86% on November 1, 2024.
 - Athabasca County has completed the spreadsheet with the missing information in what ARMS has been charged in the past from the Athabasca County for insurance for the Multiplex and Aquatic Centre. Attached is the updated spreadsheet with the changes highlighted in yellow.
 - Administration updated the Insurance premiums spreadsheet with the changes added in red.
 - The total discrepancy between the amount the Athabasca County charged us for insurance and the actual amount is **\$11,242.44.**

- At the May 13th , Athabasca County Council meeting the following motion was carried:
 - Resolution CC 25-271
Moved by Councillor Gerlach "that County Council direct that no payment will be required from ARMS for years prior to 2025, in which the Multiplex may have been undercharged for insurance premiums by Athabasca County."
- An RMA representative stated the following about the rate changes for the 2024-2025 renewal term.
 - Property
 - 4% inflationary factor applied on buildings not appraised in 2024
 - Applied 10% to hail exposed locations – This does not apply to Athabasca County
 - Applied 10% to wildfire exposed locations – This applies to Athabasca County
 - **7.5% increase**
 - Heavy Equipment
 - 7% inflationary factor applied to units 2019 and newer
 - Genesis Liability
 - No change in rate
 - Automobile
 - 6% reduction on rates
 - Increased hail rating from 8-10%
 - Boiler
 - Rates reduced by 5.66%
 - Athabasca is within the area of the province that is high for wildfire exposure, therefore a 10% rate increase applies to the property policy.
- Nancy Appleby Theatre – Insurance through the Town of Athabasca
 - ARMS is charged 66% of the Brick School, Library and Theatre property premiums as per the attached letter from the Town of Athabasca CAO dated March 13th .

"1. The 66% allocation of the property insurance premium was initially determined using the same formula previously agreed upon for utility cost-sharing when ownership changed (Section 2.2 of the agreement). Upon further review, I found that this percentage is also based on the square footage of the facility."
- Administration sent a letter to the Town of Athabasca on May 1, 2025, but has not yet received a response.

Recommendation

- Motion for Administration to accept the information as presented.

General Manager – Rhonda Alix

May 1, 2025

Town of Athabasca
4705 49 Avenue
Athabasca, AB T9S 1B7
Attention: CAO Rachel Ramey
rachel@athabasca.ca

Sent Via Email

RE: Athabasca Performing Arts Centre (Nancy Appleby Theatre) Insurance

Dear Ms. Ramey,

Thank you for your letter dated March 13, 2025, regarding the Nancy Appleby Theatre Insurance. The ARMS Board of Directors reviewed your letter at our last meeting.

The Athabasca Regional Multiplex Society Board (ARMS) carried the following motion at the April 22, 2025, Board meeting:

#25-31 Motion by Director Wallach to *"direct Administration to send a letter to the Town of Athabasca requesting that the 66% theatre insurance allocation be recalculated based on the square footage included in the assessment summary and further to request a detailed breakdown of the insurance and general liability premiums being allocated to ARMS specifically showing what coverage is allocated for the theatre and multiplex."*

Motion Carried Unanimously.

We appreciate your attention to this matter and look forward to your response.

If you have any questions, please contact the undersigned at 780-675-2967 or via email
multiplexmanager@athabasca.ca

Sincerely,



Rhonda Alix
General Manager
Athabasca Regional Multiplex

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

Sent Via Email

March 13, 2025

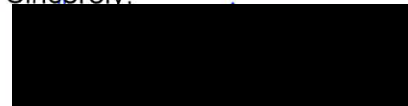
RE: Nancy Appleby Theatre Insurance

In response to your recent inquiry regarding the insurance coverage for the Nancy Appleby Theatre, I have looked into the matter further and can provide the following clarification regarding the insurance premium calculations:

1. The 66% allocation of the property insurance premium was initially determined using the same formula previously agreed upon for utility cost-sharing when ownership changed (Section 2.2 of the agreement). Upon further review, I found that this percentage is also based on the square footage of the facility.
2. The 15.31% allocation of the total commercial general liability insurance was calculated based on the proportion of the Town's total general liability expenditures assigned to each department. The Multiplex's operating expenditures account for approximately 15.31% of the Town's total operating expenditure, and this percentage was applied when determining the amount charged to the Multiplex Society.

We hope this explanation clarifies the basis for the insurance allocations. If you require any further details or have any additional questions, please do not hesitate to reach out at 780-675-2063 or via email at rachel@athabasca.ca.

Sincerely,



Rachel Ramey, CLGM
Chief Administrative Officer
Town of Athabasca

/pm

February 28, 2025

Town of Athabasca
4705 49 Avenue
Athabasca, AB T9S 1B7
Attention: CAO Rachel Ramey
rachel@athabasca.ca

Sent Via Email

RE: Athabasca Performing Arts Centre (Nancy Appleby Theatre) Insurance

Dear Ms. Ramey,

The Athabasca Regional Multiplex Society Board (ARMS) carried the following motion at the February 24th , 2025 Board meeting:

#25-16 Motion by Director Wallach *"for Administration to get more information from the Athabasca County on our insurance premium breakdown and bring the information back to the next board meeting. And send a letter to the Town of Athabasca requesting an explanation of the 66% premiums charged for the Nancy Appleby Theatre property."*

Motion Carried Unanimously.

ARMS is charged 66% of the total property insurance premiums for the Athabasca Brick School, Athabasca Performing Arts Centre and Alice B Donahue Library. Please explain to the ARMS Board how 66% was calculated for the Athabasca Performing Arts Centre property premiums.

ARMS is also being charged 15.31% of the total commercial general liability premiums for the operation of the Performing Arts Centre. Please explain to the ARMS Board how 15.31% was calculated for the Athabasca Performing Arts Centre liability premiums.

If you have any questions, please contact the undersigned at 780-675-2967 or via email
multiplexmanager@athabasca.ca

Sincerely,



Rhonda Alix
General Manager
Athabasca Regional Multiplex

Athabasca Regional Multiples

Insurance Analysis - Multiplex & Aquatic Centre

	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025
General Liability	\$ 494.40	\$ 513.97	\$ 583.00	\$ 625.40	\$ 802.91	\$ 837.17	\$ 712.00	\$ 712.00
Premium Based Loss Ratio - Liability	From RMA finance I was only able to get the actual cost there was no loss ratios on the spreadsheet they sent me. I can't confirm if there was a loss or a Cr.						\$ 64.91	\$ 65.33
Additional Coverage - Property - Multiplex	\$ 35,523.46 only P00109	\$ 36,417.00 only P00109	\$ 39,712.00	\$ 38,929.87	\$ 54,497.44 S/B \$42,845.00 P00109	\$ 57,640.33 S/B \$44,545.00 P00109	\$ 63,473.61	\$ 71,462.00
Additional Coverage - Property - Aquatic Centre	N/A	N/A	\$ 16,578.00	\$ 16,261.96	S/B \$17,914 P00135	S/B \$17,142.00	this is combined in line above.	\$ 28,150.00
Premium Based Loss Ratio - Property	same as above	same as above	same as above	same as above	same as above	same as above	S/B a Cr. Included in the premiums	\$ 19,853.67
Additional Coverage - Equipment	N/A	N/A	\$ 179.00	\$ 188.49	\$ 188.49	\$ 188.49	\$ 161.79	\$ 193.00
Additional Coverage - Auto	\$ 387.28	\$ 420.24	\$ 498.00	\$ 537.66	\$ 531.48	\$ 550.02	\$ 560.00	\$ 526.00
RMA Insurance Admin Fee	included in the costs already 3%	included in the costs already 3%	\$ 1,605.30	included in the costs already 3%	included in the costs already 3%	included in the costs already 3%	\$ 1,949.17	\$ 3,628.86
Underwriting Credit 1st year	N/A	N/A	-\$ 4,040.16	N/A	N/A	N/A	N/A	N/A
TOTAL	\$ 36,569.53	\$ 36,417.00	\$ 55,115.14	\$ 56,543.38	\$ 56,020.32	\$ 59,216.01	\$ 66,921.48	\$ 124,590.86
Increase		-\$ 152.53	\$ 18,698.14	\$ 1,428.24	-\$ 523.06	\$ 3,195.69	\$ 7,705.47	\$ 57,669.38
Percentage		0%	51%	3%	-1%	6%	13%	86%
Difference					42,845.00 + 17,914.00 = \$60,759.00 a diff of \$6,261.56	44,545. + 17,142.00 = \$61,687.00 a dif of \$4,046.67	this is correct as I did the invoice	this is correct as I did the invoice

**Athabasca Regional Multiples
Insurance Premiums - Multiplex & Aquatic Centre**

Presented May 27, 2025

	2017	2018	2019	2020	2021	2022	2023	2024
General Liability	\$ 494.40	\$ 513.97	\$ 583.00	\$ 625.40	\$ 802.91	\$ 837.17	\$ 712.00	\$ 712.00
Premium Based Loss Ratio - Liability							\$ 64.91	\$ 65.33
Additional Coverage - Property - Multiplex	\$ 35,523.46	\$ 36,417.00	\$ 39,712.00	\$ 38,929.87	\$ 42,845.00	\$ 44,545.00	\$ 63,473.61	\$ 71,462.00
Additional Coverage - Property - Aquatic Centre			\$ 16,578.00	\$ 16,261.96	\$ 17,914.00	\$ 17,142.00		\$ 28,150.00
Premium Based Loss Ratio - Property								\$ 19,853.67
Additional Coverage - Equipment	\$ 164.39		\$ 179.00	\$ 188.49	\$ 188.49	\$ 188.49	\$ 161.79	\$ 193.00
Additional Coverage - Auto	\$ 387.28	\$ 420.24	\$ 498.00	\$ 537.66	\$ 531.48	\$ 550.02	\$ 560.00	\$ 526.00
RMA Insurance Admin Fee			\$ 1,605.30				\$ 1,949.17	\$ 3,628.86
Underwriting Credit 1st year			-\$ 4,040.16					
TOTAL Should have been Invoiced	\$ 36,569.53	\$ 37,351.21	\$ 55,115.14	\$ 56,543.38	\$ 62,281.88	\$ 63,262.68	\$ 66,921.48	\$ 124,590.86
Increase		\$ 781.68	\$ 17,763.93	\$ 1,428.24	\$ 5,738.50	\$ 980.80	\$ 3,658.80	\$ 57,669.38
Percentage		2%	48%	3%	10%	2%	6%	86%
Actual Invoice	\$ 36,569.53	\$ 36,417.00	\$ 55,115.14	\$ 56,543.38	\$ 56,020.32	\$ 59,216.01	\$ 66,921.48	\$ 124,590.86
Difference	\$ -	-\$ 934.21	\$ -	\$ -	-\$ 6,261.56	-\$ 4,046.67	\$ -	\$ -

NOTES

Opened the Aquatic Centre in 2019

Insurance Renewal date is November 1

**Athabasca Regional Multiples
Insurance Premiums - Nancy Appleby Theatre (APAC) & Landing Pool**

Presented May 27, 2025

	2018	2019	2020	2021	2022	2023	2024	2025
Property Insurance - APAC	\$ 4,608.81	\$ 10,156.11	\$ 10,455.51	\$ 7,524.30	\$ 8,050.99	\$ 8,669.42	\$ 9,102.72	\$ 9,525.00
Boiler Insurance - APAC	\$ 228.27	\$ 322.44	\$ 331.94					\$ 191.77
Liability Insurance	\$ 3,891.57	\$ 4,449.05	\$ 4,688.99	\$ 5,908.03	\$ 5,094.82	\$ 8,740.95	\$ 7,798.15	\$ 7,894.95
Property Insurance -Pool	\$ 9,976.54	\$ 4,691.76						
Boiler Insurance - Pool	\$ 105.45	\$ 148.96						
TOTAL	\$ 18,810.64	\$ 19,768.32	\$ 15,476.44	\$ 13,432.33	\$ 13,145.81	\$ 17,410.37	\$ 16,900.87	\$ 17,611.72
Total Amount of Increase		\$ 957.68	-\$ 4,291.88	-\$ 2,044.11	-\$ 286.52	\$ 4,264.56	\$ 3,755.06	\$ 201.35
Total Percentage Increase		5%	-22%	-13%	-2%	32%	29%	1%

NOTES

Opened the Aquatic Centre in 2019

March 31, 2020 - ARMS no longer takes care of the Library or Old Brick School

Charged 66% of the Brick School, Library and Theatre premiums

Insurance Renewal date is January 1

From: Rhonda Alix, General Manager
To: ARMS Board
Date: May 27, 2025
Subject: Soccer Fields Update

Background

At the November 18, 2024, ARMS Board Meeting the following motion was carried:

#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."*

Attachments

- ARMS Board Chair Letter to Aspen View Public Schools – dated January 10, 2025
- ARMS Board Chair Letter to Aspen View Public Schools – dated March 20, 2025

Discussion

- Lack of Response from Superintendent:
 - The ARMS Board Chair has yet to receive a response from the Aspen View Public Schools Superintendent regarding either of the letters previously sent.
- Communication with Maintenance Staff:
 - ARMS Administration has been in direct contact with Aspen View Public Schools maintenance staff, specifically Paul, regarding the repair and upkeep of the soccer pitches.
- On-Site Meeting:
 - On May 22, 2025, Tim and Paul met on-site at the soccer pitches to assess current conditions and discuss next steps. Tim requested the following actions:
 - Regular cutting and general maintenance of the fields.
 - Implementation of fertilizer and weed control measures.
 - Possible seeding, depending on assessment.
- Next Steps:
 - The impact of these maintenance actions will be monitored over the coming months. Tim will remain in contact with Paul to ensure that the requested maintenance is being carried out consistently and on schedule.

Recommendation

- Motion for Administration to accept the information as presented.



General Manager – Rhonda Alix

January 10, 2025



Superintendent Constantine Kastrinos
Aspen View Public Schools
1 University Drive
Athabasca, AB T9S 3A3

Dear Superintendent Kastrinos,

Re: Request for Updated Timeline on Soccer Field Construction

On behalf of the Athabasca Regional Multiplex Society, I am writing to request an update regarding the timeline for the completion of the soccer fields currently under construction. These fields are a critical component of the community's recreational infrastructure, and many residents, including our youth and local sports organizations, are eagerly awaiting their availability.

Understanding the complexity and challenges inherent in construction projects, we appreciate the efforts being made to complete the fields in a timely manner. However, as we prepare to take over the maintenance of the fields, we kindly request the latest updates on progress, anticipated completion dates, and any potential challenges that may affect the timeline.

Thank you for your attention to this matter. We value the partnership between our organizations and look forward to your response and any updates you can provide.

Sincerely,

A solid black rectangular box used to redact the signature of Ashtin Anderson.

Ashtin Anderson
Board Chair
Athabasca Regional Multiplex Society

cc. Rhonda Alix, General Manager, Athabasca Regional Multiplex Society
Athabasca Regional Multiplex Society Board of Directors
Candy Nikipelo, Chair, Aspen View Public Schools

May 20, 2025



Superintendent Constantine Kastrinos
Aspen View Public Schools
1 University Drive
Athabasca, AB T9S 3A3

Dear Superintendent Kastrinos and Aspen View Public Schools Trustees,

Re: Request for Updated Timeline on Soccer Field Construction – Follow Up

On behalf of the Athabasca Regional Multiplex Society, I am following up on a letter we sent requesting an updated timeline regarding the construction of the new soccer fields. As we have not yet received a response, I wanted to ensure that our initial correspondence was received and to kindly reiterate our request.

These fields represent a significant replacement of our community's recreational infrastructure, and we are eager for information on their availability. As the ARMS prepares to assume responsibility for maintaining these facilities, having a clear understanding of the current construction status, estimated completion dates, and any known challenges is essential for our planning and operations.

I respectfully ask that an update be provided prior to our next ARMS board meeting on Tuesday, May 27, 2025, so that information can be shared with our board members.

We greatly value the ongoing collaboration between Aspen View Public Schools and the Athabasca Regional Multiplex Society and thank you in advance for your time and attention to this matter.

Sincerely,

A black rectangular box redacting the signature of Ashtin Anderson.

Ashtin Anderson
Board Chair
Athabasca Regional Multiplex Society

cc. Rhonda Alix, General Manager, Athabasca Regional Multiplex Society
Athabasca Regional Multiplex Society Board of Directors
Candy Nikipelo, Chair, Aspen View Public Schools

From: Rhonda Alix, General Manager
To: ARMS Board
Date: May 27, 2025
Subject: Fieldhouse Chiller Compressor Project update

Background

- At the April 22, 2025, ARMS Board meeting the following motion was carried.
- #25-37 Motion by Director Wallach *"to direct Administration to submit a Change of Scope Request to the CFEP Grants Office to seek approval for the reallocation of any remaining funds toward the Fieldhouse chiller compressor replacement. If the Change of Scope is approved, Administration is further directed to proceed with the Fieldhouse chiller compressor replacement project, with any additional required funding to be sourced from the Capital Reserve account."*

Discussion

- Administration submitted a Change of Scope Request to the CFEP Grants office for the reallocation of funds towards the Fieldhouse chiller compressors replacement.
- ARMS was granted approval to reallocate the remaining funds towards the chiller compressors replacement; therefore, we proceeded with the compressor replacement project.
- **CFEP Small Grant - \$125,000.00 – 50% matching grant**
 - Dehumidification Unit replacement cost \$191,526.30 including GST
 - CFEP Grant will pay \$95,763.15
 - Capital Reserve account will pay \$95,763.15
 - Remaining CFEP Grant funds available \$29,236.85
 - Fieldhouse Compressors' replacement cost \$102,375.00 including GST
 - CFEP Grant will pay \$29,236.85
 - Capital Reserve account will pay \$73,138.15
 - Amounts coming from CFEP Small Grant
 - Dehumidification Unit \$95,763.15
 - Compressors \$29,236.85
 - **Total \$125,000.00**

Capital Reserve

- Amount coming from Capital Reserves account
 - Dehumidification Unit \$95,763.15
 - Compressors \$73,138.15
 - **Total \$168,901.30**
- Capital Reserves amount after Dehumidification & Compressors projects
 - Starting balance – April 30, 2025 - \$398,882.52
 - Less - \$168,901.30
 - **Approximate balance after projects are completed - \$229,981.22**

Recommendation

- Motion to accept the information as presented.



General Manager – Rhonda Alix



From: Rhonda Alix, General Manager
To: ARMS Board
Date: May 27, 2025
Subject: Curling Rink Dehumidification Purchase update

Background

- ARMS was approved for the Community Facility Enhancement Program (CFEP) small grant. A portion of the grant application was for the purchase of the Curling Rink Dehumidification Unit.

Attachments

- September 16, 2024, ARMS Board Meeting Minutes

Discussion

- CFEP Small Grant:
 - CFEP Small Grant Approved: \$125,000.00
 - Type: 50% matching grant
 - ARMS' Contribution: \$125,000.00
 - Total Budget with Grant: \$250,000.00
- Motion at the September 16, 2024, ARMS Board Meeting:
#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."*
- Original quote for the Curling Rink Dehumidification Unit with Air Conditioning was
 - \$200,981.38 including GST
- After contractor review, the combined dehumidification/air conditioning unit was deemed inadequate to cool the Curling Rink. A separate Air Conditioning unit was proposed.
 - Updated Equipment Costs
 - Dehumidification Unit without Air Conditioning \$191,529.45 including GST
 - Separate Air Conditioning unit - \$256,453.38 including GST

Recommendation

- Motion to direct Administration to purchase the Dehumidification Unit for the Curling Rink without Air Conditioning utilizing the CFEP grant and capital reserves.

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

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.

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

#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.

Director Balay left the meeting at 1:20 p.m. and returned at 1:22 p.m.

#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 21, 2024, at 9:30 a.m.

**11.0
Adjournment**

Meeting adjourned at 1:53 p.m.



From: Rhonda Alix, General Manager
To: ARMS Board
Date: May 27, 2025
Subject: 2025 Approved Capital Budget

Background

- At the January 27, 2025, ARMS Board Meeting the following motion was carried.

#25-07 Motion by Director Wallach *"for Administration to send a letter to the Town of Athabasca requesting reconsideration of the 2025 Capital funding and request a delegation to discuss the Capital Budget."*
- Administration prepared the 2025 Capital Budget which was approved on September 16, 2024, with the following motion that was carried.

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

Attachments

- September 16, 2024 - Approved 2025 Capital Budget with Future Capital
- January to April 2025 Capital Project Breakdown
- Irc Group Roof Condition Assessment Report Budgetary Costing Page
- 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

Discussion

- The ARMS Board approved the 2025 Capital Budget at the September 16, 2024, meeting as per the motion above.
- The following motions were carried out by our members.
At the December 17th, 2024, the **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."

At the January 14th, 2025, the **Athabasca County** Council meeting the following motion was carried:

Resolution CC 25-29

- Moved by Councillor Hall *"that County Council direct administration that payments to ARMS for the 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."*
- Administration invoiced both ARMS members for their portion of the 2025 approved Capital budget amounts of \$225,000.00 for each member.
- 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; therefore, the ARMS Board **can** proceed with the approved Capital Budget from September 16, 2024.
- **Capital Reserves** amount after Dehumidification & Compressors projects
 - Starting balance – April 30, 2025 - \$398,882.52
 - Less - \$168,901.30 – Dehumidification & Compressor Project costs
 - **Approximate balance after projects are completed - \$229,981.22**
- 2025 Capital Projects Breakdown (attachment)
 - Completed - **\$44,292.53**
 - Multiplex Boiler Chimney Repairs - \$5,816.10
 - CCTV upgrades - \$12,654.57
 - Ride-On Floor Scrubber - \$20,821.86
 - Office Computers - \$5,000.00
 - Must Complete – Grant Funding - **\$137,740.65**
 - Fitness & Aquatic Centre Boilers - \$100,301.35
 - Pool Pumps - \$26,739.30
 - Low Wattage Ballast - \$10,700.00
 - Total cost of the completed and must complete Capital Projects - **\$182,033.18**
 - There will already be a Capital Shortfall of \$2,033.18.
 - Capital Projects we cannot complete because of the current motions from our members.

Theatre

- Theatre Repainting and Annual Fire System Testing & Repairs Multiplex
 - Roof Repairs - yearly maintenance, Roof Repairs 2025, Roof Maintenance, Annual Fire System Testing & Repairs, Home Plate Repairs Clay (Est), Arena/Curling Rink Brine Headers, CCTV Upgrades, Inflatables, Event Tables 6 & 8 footers, Chair racks (black chairs), and Consultant Building structure.
- ARMS Asset Management Plan shows we require \$5,515,000.00 over the next 10 years, which is just over \$500,000.00/year.
 - These replacements and repairs are emphasized on non-structural systems (e.g., HVAC, plumbing, electrical).
 - Excludes the building envelope, structural assets and fixtures for now.
 - Zamboni and similar assets are not yet included.
 - Some of these assets are included in our Future Capital Projects spreadsheet.
- ARMS Future Capital shows some of these items that are not included in the Asset Management Plan.
 - In 2027 we are projecting we require the Zamboni to be replaced and substantial roof repairs as per the Roof Condition Assessment Report.
 - Those 2 totals amount to approximately \$340,000.00 in one year, which is not included in the Asset Management Plan.
 - In 2028 the roof repairs alone are \$215,000.00.
- ARMS cannot proceed with a total Capital funding of only \$180,000.00 from its members.
- Administration strongly recommends maintaining the 2025 Capital Budget amounts as approved by the ARMS Board of Directors on September 16, 2024—particularly in light of the fact that \$168,901.30 is already being drawn from our Capital Reserves.

Recommendation

- Motion to accept the information as presented and to direct Administration to proceed with the 2025 Capital Budget as approved at the September 16, 2024, Board Meeting.



General Manager – Rhonda Alix

Athabasca Regional Multiplex 2025 Capital Budget

Approved: 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
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2025	Surplus amount to be put in the Capital Reserve Fund	\$ 3,051.30
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Athabasca Regional Multiplex Society Future Capital Projects

Costs are Estimated

Projected Year	Item Description	Area	Building or Operational	Total Cost
2025	Curling Rink Dehumidification Unit	Curling Rink	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
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	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	\$ 5,300.00
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	\$ 33,000.00
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			\$ 839,200.00
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	Blinds/Shades for Aces Room/fitness/pool	Aces Room	Building	\$ 8,000.00
2027	Electric Zamboni	Arena	Operational	\$ 200,000.00
2027	TOTAL			\$ 696,964.00
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	Various Kitchen Equipment	Kitchen	Operational	\$ 5,000.00
2028	TOTAL			\$ 279,100.00

Athabasca Regional Multiplex Society Future Capital Projects

Costs are Estimated

Projected Year	Item Description	Area	Building or Operational	Total Cost
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 top unit replacement x2	Admin/Lobby	Building	\$ 250,000.00
2029	TOTAL			\$ 363,500.00
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
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 Society
Capital Projects Breakdown
January to April 2025**

REVENUE	Budget	Actual	Difference - Remaining
Town of Athabasca Capital Requisition	\$ 225,000.00		-\$ 225,000.00
Athabasca County Capital Requisition	\$ 225,000.00	\$ 90,000.00	-\$ 135,000.00
TOTAL REVENUE	\$ 450,000.00	\$ 90,000.00	\$ (360,000.00)

EXPENSE	Budget	Actual	Difference - Remaining	
Fitness & Aquatic Centre Boilers (2)	\$ 100,301.35		-\$ 100,301.35	must complete
Pool Pumps 25HP, 7.5HP, 15HP - all pool pumps	\$ 26,739.30		-\$ 26,739.30	must complete
Roof Repairs - yearly maintenance	\$ 6,500.00		-\$ 6,500.00	
Roof Repairs 2025	\$ 23,500.00		-\$ 23,500.00	
Roof Maintenance	\$ 5,000.00		-\$ 5,000.00	
Theatre Repainting	\$ 15,000.00		-\$ 15,000.00	
Low wattage ballast	\$ 10,700.00		-\$ 10,700.00	must complete
Annual Fire System Testing & Repairs	\$ 10,000.00		-\$ 10,000.00	
Annual Fire system Testing & Repairs	\$ 5,000.00		-\$ 5,000.00	
Multiplex Boiler Chimney	\$ 5,816.10	\$ 5,816.10	\$ -	Completed
Home Plate Repairs Clay (Est)	\$ 7,500.00		-\$ 7,500.00	
Arena/Curling Rink Brine Headers	\$ 80,000.00		-\$ 80,000.00	
Building Capital Subtotal	\$ 296,056.75	\$ 5,816.10	\$ (290,240.65)	
CCTV Upgrades	\$ 30,000.00	\$ 12,654.57	-\$ 17,345.43	
Ride-on Floor Scrubber	\$ 21,000.00	\$ 20,821.86	-\$ 178.14	Completed
Inflatables	\$ 20,000.00		-\$ 20,000.00	
Office Computers	\$ 5,000.00	\$ 5,000.00	\$ -	Completed
Event Tables 6 & 8 footers	\$ 5,000.00		-\$ 5,000.00	
Chair racks (black chairs)	\$ 5,000.00		-\$ 5,000.00	
Consultant Building structure	\$ 5,000.00		-\$ 5,000.00	
Operational Capital Subtotal	\$ 91,000.00	\$ 38,476.43	\$ (52,523.57)	
Total Capital Projects Costs in 2025	\$ 387,056.75	\$ 44,292.53	\$ (342,764.22)	

TOTAL CAPITAL REVENUE REMAINING	\$ 62,943.25	\$ 45,707.47
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Capital Projects we must completed due to Grants \$ 137,740.65

Capital Shortfall on Projects we must complete \$ (92,033.18)

Transfer to Reserve Fund \$ 62,943.25

Balance Sheet - Current Capital Requisition \$ 405,707.47

***NOTE: If we do not receive more than \$90,000.00 from each of our members we will have a capital shortfall of \$2,033.18 and cannot complete any other Capital projects in 2025.

Approved Capital Projects Approved from Reserves

Curling Rink Dehumidification Unit

Motion # 24-100	
Total Cost	\$ 191,526.30
Less: CFEP Grant Amount	\$ 95,763.15
Left to come out of the Capital Reserves	\$ 95,763.15

Fieldhouse Compressor Replacement

Motion # 25-37	
Total Cost	\$ 102,375.00
Less: CFEP Grant Amount	\$ 29,236.85
Left to come out of the Capital Reserves	\$ 73,138.15

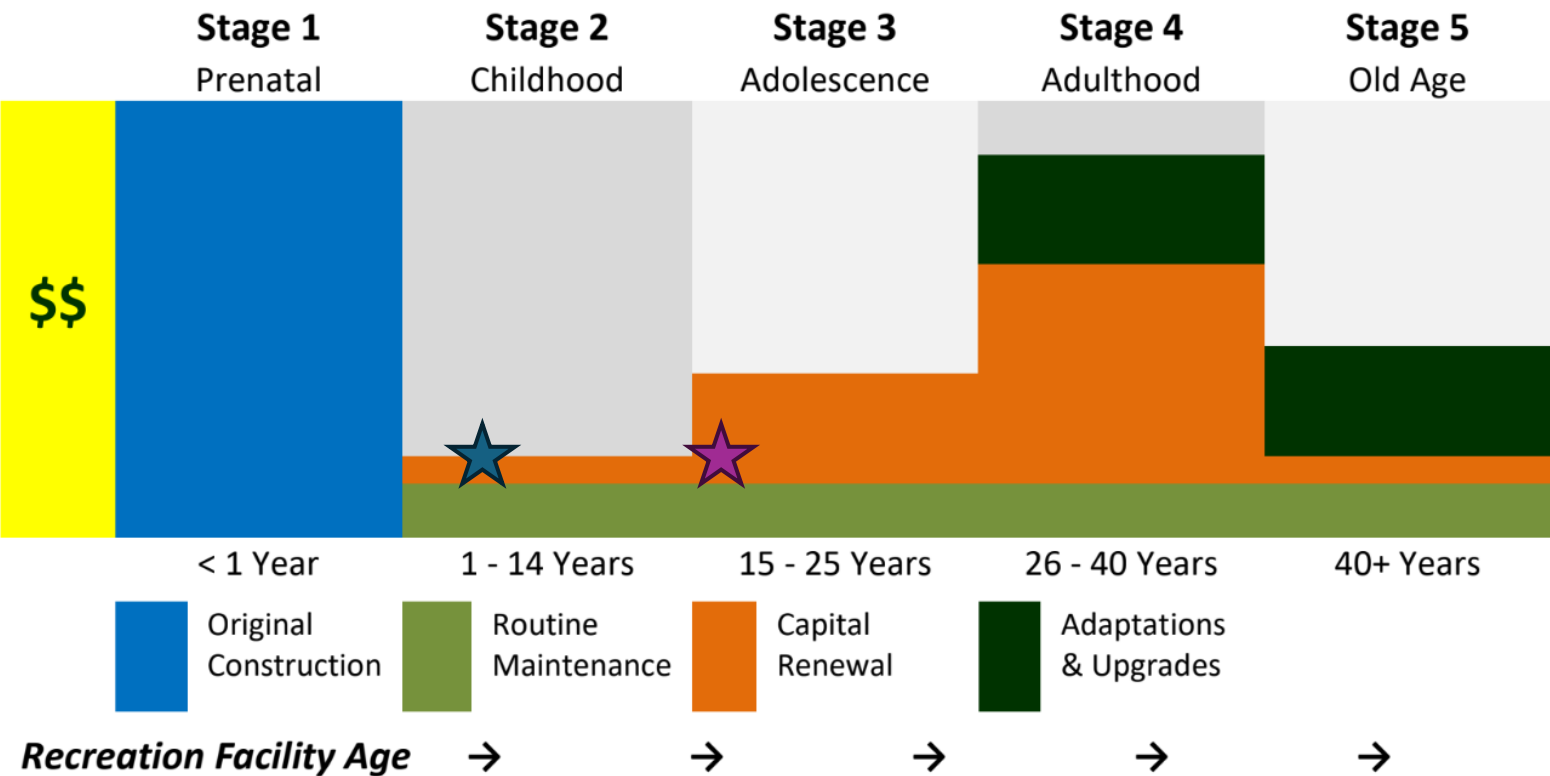
Capital Reserve Balance	\$ 398,882.52
Less Approval Capital Purchases from Reserves	\$ 168,901.30
Capital Reserves Remaining	\$ 229,981.22

CFEP Grant Total \$ 125,000.00

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

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	\$8,000.00	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	5					

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	12BF2KAE0	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		



ROOF CONDITION ASSESSMENT REPORT

IRC Building Sciences Group, a Rimkus Company
#108, 6227—2nd Street SE
Calgary, Alberta T2H 1J5
PH: 403.452.5831



ATHABASCA
Regional Multiplex
Fitness & Aquatic Centre

BUDGETARY COSTING:

SCOPE OF WORK	2022	2023	2024	2025	2026
ROOF REPAIRS					
SBS Roofs	\$30,000	\$10,000	\$5,000	\$3,000	\$3,000
Metal Roofs	\$10,000	\$2,500	\$1,500	\$1,500	\$1,500
TOTALS	\$40,000	\$12,500	\$6,500	\$4,500	\$4,500

SCOPE OF WORK	2027	2028	2029	2030	2031
ROOF REPLACEMENT					
Area 4.1	\$140,000				
Area 6.1		\$215,000			
Area 5.1			\$92,000		
Area 1.1				\$17,000	
Area 2.1					\$74,000
TOTALS	\$140,000	\$215,000	\$92,000	\$17,000	\$74,000

- Budget Forecast Pricing is based on current 2021 dollar values.
- No GST is included in the Budgetary Prices.
- Cost of Roof Consulting Fees is not included in the Budgetary Prices.
- A variance of +/- 15% can be expected on roof replacement values depending on time of year and fluctuations in current market values.



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

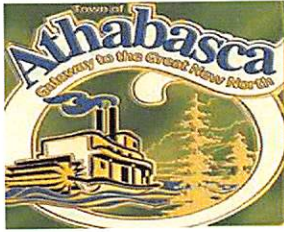
The Town of Athabasca recognizes the need to establish a policy regarding an annual payment schedule for the operational funding for the Alice B. Donahue Library & Archives and the Athabasca Regional Multiplex Society.

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

From: Rhonda Alix, General Manager
To: ARMS Board
Date: May 27, 2025
Subject: 500-032 Operational and Capital Budgets Policy proposed updates

Background

- Administration is recommending updates to the Operational and Capital Budgets Policy to protect the assets of ARMS. These proposed changes will support long-term sustainability and responsible financial governance across all departments.

Attachments

- 500-032 Operational & Capital Budget – Current
- 500-032 Operational & Capital Budget – Proposed
- 500-032 Operational & Capital Budget – Amended

Discussion

- Recommended Policy Adjustments
 - Replace the word membership with members throughout the policy document for consistency and clarity.
 - Include a statement that the Capital Budget shall be developed in alignment with the priorities and timelines identified in the Asset Management Plan. This alignment ensures that long-term financial planning supports the timely replacement, maintenance, and enhancement of critical infrastructure and assets.
 - Remove the statements 3 & 4 – no more than the agreed amount by the members as per their policy governing ARMS. These statements in the policy could pose challenges for ARMS with future operating and capital budgets.
 - Increase the minimum annual Capital Budget amount to reflect the projected replacement needs.
 - Rationale: The Asset Management Plan identifies a need to replace assets totaling \$5,000,000 over the next 10 years, equating to an average of \$500,000 per year. The policy should therefore ensure that the Capital Budget is sufficient to meet this average annual investment.

Recommendation

- Motion to accept the amended Policy 500-032 Operational and Capital Budgets as presented.



General Manager – Rhonda Alix



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.



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.~~
1. The GM will submit a draft budget for operational expenses and capital purchases to the Society Board of Directors for approval Monday of November each year.
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.~~
3. The capital budget must be aligned with the priorities and timelines identified in the Asset Management Plan. This ensures long-term financial planning supports the replacement and maintenance of critical assets
- ~~5.4.~~ 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.
- ~~6.5.~~ The Society will ask that each membership commit to half (50%) of the budgeted operating deficit.
- ~~7.6.~~ The Society will ask that each membership commit to a minimum \$1550,000.00 capital budget on an annual basis.



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:

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3. The capital budget must be aligned with the priorities and timelines identified in the Asset Management Plan. This ensures long-term financial planning supports the replacement and maintenance of critical assets
4. Upon approval by the Society Board of Directors, if either of the budgets requested amount exceeds the agreed members policy, the GM will seek approval from each member before official approval is given.
5. The Society will ask that each member commit to half (50%) of the budgeted operating deficit.
6. The Society will ask that each member commit to a minimum \$150,000.00 capital budget on an annual basis.



From: Rhonda Alix, General Manager
To: ARMS Board
Date: May 27, 2025
Subject: 500-027 Membership Reimbursement Policy review

Background

- Administration would like to review ARMS Membership Reimbursement Policy.

Attachments

- 500-027 Membership Reimbursement Policy – Current
- 500-027 Membership Reimbursement Policy - Proposed
- 500-027 Membership Reimbursement Policy – Amended

Discussion

- Administration would like to clarify the following parts of our current membership reimbursement policy:
 - Membership Refunds
 - Should this include Autorenewal memberships?
 - Moving
 - Should we define what moving details we require to reimburse a membership. Or remove moving from the Policy altogether?
 - Hold
 - Should we add the option of a 30-day hold per year for yearly memberships without a reason needed?
- Recreation Facilities Policies
 - Bold Centre
 - Has a cancellation fee
 - Can cancel for Medical or provide proof of relocation to another area.
 - Ability to place membership on hold.
 - Edmonton
 - Annual memberships include 2 membership holds, up to 30 days each, no questions asked.
Cancel without fees
 - Annual memberships can be cancelled at any time and the unused duration of the membership will be refunded back to you.
 - Continuous monthly memberships can be cancelled before the 15th of every month without any fees.

- St. Albert
 - Has a hold for yearly members is a total of 56 days per year.
- Lloydminster
 - Temporary hold for up to 60 days.
 - Recurring payments for memberships may receive a pro-rated refund subject to a cancellation fee prior to the contract end date.

Recommendation

- Motion to amend Policy 500-027 Membership Reimbursement as presented.



General Manager – Rhonda Alix



Policies and Procedures Manual

Policy Number: 500-027

Policy Title: Membership Reimbursement

Adopted: April 29th, 2019

Last Reviewed: May 25th, 2021

Amended:

Policy Statement:

ARMS recognizes the need to establish a policy with regard to membership reimbursement.

Guidelines and Procedures:

1. A membership may be reimbursed (calculated by pro-rating the balance of the months not to be used) for the following reasons:
 - A) Medical Reasons– a written statement/form from your physician is required
 - B) Moving cities– a forwarding address is required for a cheque to be sent out
 There will be an Administration fee equalling the balance of 1 pro-rated month.
2. A membership can be put on hold for a maximum of one month– a written statement/form from your physician is required.



Policies and Procedures Manual

Policy Number: 500-027

Policy Title: Membership Reimbursement

Adopted: April 29th, 2019

Last Reviewed: May 25th, 2021

Amended:

Policy Statement:

ARMS recognizes the need to establish a policy with regard to membership reimbursement.

Guidelines and Procedures:

1. A membership may be reimbursed (calculated by pro-rating the balance of the months not to be used) for the following reasons:

A) Medical Reasons: - a

- A written statement/form from your physician is required stating the member is physically unable to use their membership.

B) Relocation:

- The member must be moving out of the Athabasca County and surrounding areas.
 - Moving cities - a A forwarding address; and
 - Proof of relocation (utility bill, rent/lease agreement, etc.). is required for a cheque to be sent out

- B) There will be an aAdministration fee equalling to the balance of 1 one pro-rated month deducted from the reimbursement.

2. A membership may be put on hold for up to one month under the following condition:

A) Medical Hold:

- A written statement or form from a physician is required, confirming the member is physically unable to use the membership during the requested hold period.

B) Yearly Memberships:

- May be put on hold once per year.
- The hold period can be up to 30 days.

2. membership can be put on hold for a maximum of one month - a written statement/form from your physician is required.



Policies and Procedures Manual

Policy Number: 500-027

Policy Title: Membership Reimbursement

Adopted: April 29th, 2019

Last Reviewed: May 25th, 2021

Amended:

Policy Statement:

ARMS recognizes the need to establish a policy with regard to membership reimbursement.

Guidelines and Procedures:

1. A membership may be reimbursed (calculated by pro-rating the balance of the months not to be used) for the following reasons:
 - A) Medical:
 - A written statement/form from your physician is required stating the member is physically unable to use their membership.
 - B) Relocation:
 - The member must be moving out of the Athabasca County and surrounding areas.
 - A forwarding address; and
 - Proof of relocation (utility bill, rent/lease agreement, etc.).

There will be an administration fee equalling to one pro-rated month deducted from the reimbursement
2. A membership may be put on hold for up to one month under the following condition:
 - A) Medical Hold:
 - A written statement or form from a physician is required, confirming the member is physically unable to use the membership during the requested hold period.
 - B) Yearly Memberships:
 - May be put on hold once per year.
 - The hold period can be up to 30 days.