

AGENDA

1. CALL TO ORDER
2. Approval of Agenda
3. Meeting Minutes
 - a) Approval of September 16, 2024, minutes 2-7
 - b) Items arising from minutes
4. Financial Reports
 - a) Financial Statements 8-18
5. Manager Reports
 - a) General Manager, Facility Manager,
Aquatic and Concession Supervisor Report 19-31
6. Follow up Business
 - a) Strategic Planning 32
 - b) GICB Application 33-51
7. New Business
 - a) Land Acknowledgement 52-54
 - b) Auto Renew Program Statistics 55-57
8. Agenda Additions
9. In Camera
 - a) Section 27 (1) FOIP Act – Legal
 - b) Section 27 (1) FOIP Act – Privileged Information
 - c) Section 17 (2) (e) FOIP Act - Personnel
10. Next Meeting
 - a) November 18
11. Adjournment

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

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

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

ABSENT: Director Dave Pacholok and Concession Supervisor Tim Festeryga.

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

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

**2.0
Approval of
Agenda**

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

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

Motion Carried Unanimously.

**3.0
Minutes of
Previous
Meeting**

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

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

Motion Carried Unanimously.

**4.0
Financial
Report**

a) Financial Statement

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

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

Motion Carried Unanimously.

5.0 Manager Reports

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

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

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

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

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

Motion Carried Unanimously.

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

Motion Carried Unanimously.

6.0 Follow up Business

a) Strategic Planning

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

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

Motion Carried Unanimously.

**Athabasca Regional Multiplex Society 2024
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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
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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
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Combined Meeting Room**

ii)2025 Proposed Facility Rates

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

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

Motion Carried Unanimously.

iii)2025 Proposed Membership Rates

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

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

Motion Carried Unanimously.

iv)2025 Proposed Advertising Rates

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

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

Motion Carried Unanimously.

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

v)2025 Proposed Operating Rates

Administration prepared the 2025 Draft Operating Budget.

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

Motion Carried Unanimously.

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

vi)2025 Proposed Capital Budget

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

Motion Carried.

**9.0
In Camera**

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

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

Motion Carried Unanimously.

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

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

Motion Carried Unanimously.

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

Motion Carried Unanimously.

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

Motion Carried Unanimously.

**10.0
Next
Meeting**

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

**11.0
Adjournment**

Meeting adjourned at 1:53 p.m.



From: Rhonda Alix, General Manager
To: ARMS Board
Date: October 21, 2024
Subject: Financial Statements

Overview

- We have completed the September 30, 2024, Financial Statements.

Attachments

- 2023 & 2024 Carbon Tax paid on Utilities
- September 30, 2024, Balance Sheet & Income Statement with Concession Report
- August & September 2024, Cheque & Direct Deposit Logs

Discussion

- I gathered the Carbon Tax fees paid in 2023 & so far in 2024.
 - 2023 - \$67,332.76
 - January to September 30, 2024 - \$55,870.49
- Vehicle Repairs & Maintenance is over budget by \$8,833.07 because of Zamboni repairs totaling \$14,907.40. We will be able to absorb the over budgeted amount in the Building Repairs or Equipment Repairs expense accounts.
- We are projecting Natural Gas will be over budget, but Electricity will under budget. The Electricity expense account should be able to cover the over budgeted portion of the Natural Gas expense.
- Insurance will be over budget by approximately \$4,500.00 but the amount may fluctuate depending on the insurance invoice from the Athabasca County on November 1st.

Balances as of September 30, 2024

General Bank balance:

- \$644,336.87
 - Including CFEP Grant - \$125,000.00

Not included in the bank balance above:

- Athabasca County Solar PV - \$252,521.59
 - Paid interest of \$5,680.65 in September

Reserve balances:

- Operating Reserve Fund - \$141,134.69
- Capital Reserve Fund - \$265,686.29

Recommendation

- Motion to accept the information as presented.

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

General Manager – Rhonda Alix

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

2023 Carbon Tax Fees Paid on Utilities

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

2024 Carbon Tax Fees Paid on Utilities

	Multiplex	Theatre	Total Carbon Tax Paid
Date	Gas	Gas	
1-Jan	\$ 9,422.77	\$ 185.78	\$ 9,608.55
1-Feb	\$ 9,131.66	\$ 209.97	\$ 9,341.63
1-Mar	\$ 9,174.44	\$ 223.98	\$ 9,398.42
1-Apr	\$ 7,750.87	\$ 120.90	\$ 7,871.77
1-May	\$ 6,032.50	\$ 45.62	\$ 6,078.12
1-Jun	\$ 5,360.96	\$ 41.44	\$ 5,402.40
1-Jul	\$ 2,060.23	\$ 0.82	\$ 2,061.05
1-Aug	\$ 2,472.08	\$ -	\$ 2,472.08
1-Sep	\$ 3,636.47	\$ -	\$ 3,636.47
Total	\$ 55,041.98	\$ 828.51	\$ 55,870.49

Athabasca Regional Multiplex Society

Balance Sheet As at Sep 30, 2024

ASSET

Total Cash	621,358.63
Operating Reserve	141,134.69
Capital Reserve	265,686.29
Athabasca County Solar PV	252,521.59
Accounts Receivable	44,221.92
Inventory	26,028.55
GST Receivable	14,269.77
Prepaid Expenses	17,782.00

TOTAL ASSET	1,383,003.44
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LIABILITY

Accounts Payable	74,245.56
Payroll Accrual	25,989.17
Total Employee Payable	25,989.17
Accrued Liabilities	1,786.78
GST Payable	11,461.79
Total GST	11,461.79
Town and County Requisition	235,000.06
Capital Requisition - current year	171,122.16
Athabasca County Solar PV	258,202.24
Deferred Revenue	1,861.11

TOTAL LIABILITY	779,668.87
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EQUITY

Retained Earnings	374,517.34
Current Earnings	228,817.23

TOTAL EQUITY	603,334.57
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LIABILITIES AND EQUITY	1,383,003.44
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Athabasca Regional Multiplex Society

Comparative Income Statement

Including the Concession

Actual Jan 01, 2024 to Sept 30, 2024 Budget Jan 01, 2024 to Dec 31, 2024

			Percent	Difference
REVENUE				
Sale of Goods	3,992.33	3,500.00	114.07%	492.33
Memberships	379,310.92	511,750.00	74.12%	-132,439.08
School Rentals	33,374.53	72,650.00	45.94%	-39,275.47
User Group Rentals	137,171.27	248,175.00	55.27%	-111,003.73
General Rentals	74,947.86	85,200.00	87.97%	-10,252.14
Liquor Sales	6,545.67	6,500.00	100.70%	45.67
Food Sales	244,863.33	390,000.00	62.79%	-145,136.67
Vending Machine Income	11,209.08	17,000.00	65.94%	-5,790.92
Program Revenue	71,479.70	88,500.00	80.77%	-17,020.30
Lease Revenue	18,809.40	23,908.10	78.67%	-5,098.70
Advertising Revenue	56,755.83	61,000.00	93.04%	-4,244.17
Interest Income	24,529.03	10,000.00	245.29%	14,529.03
Grant Revenue	22,057.00	64,000.00	34.46%	-41,943.00
Other Revenue	486.36	2,000.00	24.32%	-1,513.64
TOTAL REVENUE	1,085,532.31	1,584,183.10	68.52%	-498,650.79
EXPENSE				
Salary	1,072,339.92	1,434,500.00	74.75%	-362,160.08
LAPP, CPP, EI, Manulife, WCB, Employee	233,612.37	304,600.00	76.69%	-70,987.63
Recognition	1,333.37	3,500.00	38.10%	-2,166.63
Uniforms	229.99	2,500.00	9.20%	-2,270.01
Travel & Subsistence	3,572.29	3,750.00	95.26%	-177.71
Professional Development	13,262.30	16,000.00	82.89%	-2,737.70
Advertising & Promotions	5,192.25	8,000.00	64.90%	-2,807.75
Contracted Services	67,066.72	93,500.00	71.73%	-26,433.28
Professional Fees	14,350.38	20,000.00	71.75%	-5,649.62
Insurance	63,248.85	78,000.00	81.09%	-14,751.15
Bank & Interest Charges	5,374.69	8,500.00	63.23%	-3,125.31
Donations Expense	3,723.05	7,000.00	53.19%	-3,276.95
Office Supplies	15,999.51	21,000.00	76.19%	-5,000.49
Telephone	9,874.83	11,840.00	83.40%	-1,965.17
Natural Gas	177,680.08	213,000.00	83.42%	-35,319.92
Electricity	229,234.97	455,000.00	50.38%	-225,765.03
Water	58,674.68	79,000.00	74.27%	-20,325.32
Food & Beverage	132,796.73	200,000.00	66.40%	-67,203.27
Vehicle Fuel & Oil	3,972.75	7,700.00	51.59%	-3,727.25
Vehicle Repairs & Maintenance	18,583.07	9,750.00	190.60%	8,833.07
Outdoor Maintenance	16,364.17	27,000.00	60.61%	-10,635.83
Building Repairs	45,496.75	88,100.00	51.64%	-42,603.25
Equipment Repairs & Maintenance	77,644.80	135,500.00	57.30%	-57,855.20
Supplies	52,081.78	86,250.00	60.38%	-34,168.22
Janitorial Supplies	29,117.58	33,350.00	87.31%	-4,232.42
Program Supplies	14,609.39	24,000.00	60.87%	-9,390.61
Ice Plant Supplies	17,330.90	29,000.00	59.76%	-11,669.10
Safety Supplies	8,946.85	15,250.00	58.67%	-6,303.15
TOTAL EXPENSE	2,391,715.02	3,415,590.00	70.02%	-1,023,874.98
NET INCOME	-1,306,182.71	-1,831,406.90	71.32%	525,224.19
Town of Athabasca Requisition	704,999.97	940,000.00	75.00%	-235,000.03
Athabasca County Requisition	704,999.97	940,000.00	75.00%	-235,000.03
NET INCOME AFTER REQUISITIONS	103,817.23	48,593.10		55,224.13
Reserve	0.00	40,000.00	0.00%	-40,000.00
CFEP Grant	125,000.00	0.00		
NET INCOME AFTER RESERVE				
ALLOCATION	228,817.23	8,593.10		95,224.13

Athabasca Regional Multiplex Society
Income Statement
Concession

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

Athabasca Regional Mu
Income Statement
Concession

	June 1 - 30	July 1 -31	August 1 - 31	September 1 -30	Total
REVENUE					
General Rentals	584.00				1,364.00
Liquor Sales	510.32				6,545.67
Food Sales	56,519.79	5,240.07	2,670.00	15,276.52	244,863.33
TOTAL REVENUE	57,614.11	5,240.07	2,670.00	15,276.52	252,773.00
EXPENSE					
Salary	14,933.14	5,691.64	5,727.87	9,523.89	105,579.70
LAPP, CPP, EI, Manulife, WCB	782.43	423.74	438.19	608.77	6,167.69
Uniforms					-
Office Supplies		116.74			877.73
Food & Beverage					-
Opening Inventory	\$ 29,212.27	\$ 28,678.02	\$ 24,479.52	\$ 24,073.66	
Plus: Purchases	\$ 22,703.52	\$ 553.62	\$ 2,469.37	\$ 10,857.00	
Minus: Inventory on Hand	\$ 28,678.02	\$ 24,479.52	\$ 24,073.66	\$ 24,620.76	
COGS	23,237.77	4,752.12	2,875.23	10,309.90	132,796.73
Building Repairs					-
Equipment Repairs & Maintenance	1,689.55	1,845.96	425.96	47.23	12,430.13
Supplies	2,158.59			438.11	12,656.80
Janitorial Supplies				349.68	378.78
Safety Supplies	925.35				925.35
TOTAL EXPENSE	43,726.83	12,830.20	9,467.25	21,277.58	271,812.91
NET INCOME	13,887.28	(7,590.13)	(6,797.25)	(6,001.06)	(19,039.91)

Athabasca Regional Multiplex Society Capital Projects Breakdown

January 1 to September 30, 2024

REVENUE

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

EXPENSE

Fire System Repairs	\$	6,753.84
Duct Cleaning	\$	12,124.00

TOTAL EXPENSES AND ASSET ALLOCATION	\$	18,877.84
TOTAL CAPITAL REVENUE REMAINING	\$	171,122.16

Athabasca Regional Multiplex Amended 2024 Capital Budget

Costs do not include GST

Priority	Item Description	Area	Building or Operational	Total Cost	Potential Grant Rebate**	Multiplex Cost	Actual Cost	Approved / Removed
	2023 Capital Projects							
	Grant Projects							
1	Solar PV with 4 Boilers (rebate 80% of total costs-not incl GST) **Note: we will have to pay total costs upfront, after the project is completed, we will submit the rebate application	All Sections of the Multiplex	Building	\$ 1,461,082.00	\$ 1,168,865.60	\$ 292,216.40	\$ -	Approved in 2023
1	4 Boiler Cost - DEE-Jay Plumbing & Heating		Building	\$ 1,045,000.00	\$ 836,000.00	\$ 209,000.00	\$ -	
1	Consulting Fee - Reimagine		Building	\$ 9,500.00	\$ 7,600.00	\$ 1,900.00	\$ 9,500.00	Expensed in 2023
	Total Solar PV with 4 Boilers Grant Project			\$ 2,515,582.00	\$ 2,012,465.60	\$ 503,116.40		
2023	1/2 allocated to the Town of Athabasca and Athabasca County					\$ 251,558.20		
2024	Capital Reserve Fund Allocation					\$ 117,500.00		
	Proposed 2024 Capital Projects							
1	Fieldhouse Floor Repairs + pickle ball lines	Fieldhouse	Building	\$ 16,000.00		\$ 16,000.00		
1	Roof Repairs - yearly maintenance	All roof sections	Building	\$ 6,500.00		\$ 6,500.00		
1	Duct Cleaning	Multiplex Ducts	Building	\$ 15,000.00		\$ 15,000.00	\$ 12,124.00	Completed
1	Fire System Repairs	Theatre	Building	\$ 8,000.00		\$ 8,000.00	\$ 6,753.84	Completed
1	Wheelchair accessible doors	Multiplex - Aquatic Centre	Building	\$ 10,000.00	\$ 10,000.00	\$ -	\$ -	Completed
	Building Capital Subtotal			\$ 55,500.00	\$ 10,000.00	\$ 45,500.00		
1	PA Amplifier x2/repair costs for PA system	Common Areas	Operational	\$ 7,000.00		\$ 7,000.00		
1	Curtains x 4 (2 black & 2 white)	Theatre	Operational	\$ 20,000.00		\$ 20,000.00		
	Operational Capital Subtotal			\$ 27,000.00	\$ -	\$ 27,000.00		
	Total Capital Projects Costs in 2024			\$ 82,500.00	\$ 10,000.00	\$ 190,000.00		
2024	1/2 allocated to the Town of Athabasca and Athabasca County			\$ 41,250.00		\$ 95,000.00	\$ 18,877.84	

*Approved at the Noember 20, 2023 meeting

*Amended at the Janaury 15, 2024 meeting

Athabasca Regional Multiplex Society
Cheque Log for 1010 General Bank from Aug 01, 2024 to Sep 30, 2024

Cheque No.	Cheque Type	Payee	Amount	Cheque Date
DD-2046	Payment	Manulife Financial Group Benefits	9,906.26	Aug 09, 2024
DD-2045	Payment	Receiver General	15,681.25	Aug 09, 2024
3366	Payment	JAK Paving Ltd.	4,357.50	Aug 16, 2024
3367	Payment	██████████	892.50	Aug 16, 2024
3368	Payment	Canadian Tire	52.45	Aug 16, 2024
3369	Payment	Burchby Tire & Auto Ltd (Kal Tire)	196.30	Aug 16, 2024
3370	Payment	Tipton's YIG	179.71	Aug 16, 2024
DD-2052	Payment	Receiver General	152.57	Aug 16, 2024
DD-2096	Payment	Receiver General	15,138.32	Aug 23, 2024
3371	Payment	UFA - Athabasca Farm Supply	4.71	Aug 30, 2024
3372	Payment	Canadian Tire	48.28	Aug 30, 2024
3373	Payment	WCB	4,325.83	Aug 30, 2024
3374	Payment	Tipton's YIG	284.60	Aug 30, 2024
DD-2146	Payment	Manulife Financial Group Benefits	9,906.26	Sep 06, 2024
DD-2145	Payment	Receiver General	13,881.23	Sep 09, 2024
3375	Payment	Canadian Tire	622.47	Sep 13, 2024
3376	Payment	Athabasca District Chamber of Commerce	150.00	Sep 13, 2024
3377	Payment	Athabasca County	5,680.65	Sep 13, 2024
3378	Payment	Access Locks	2,578.72	Sep 13, 2024
3379	Payment	Pace Technologies Inc.	1,942.50	Sep 13, 2024
3380	Payment	South Bend Vacuum	189.00	Sep 13, 2024
3381	Payment	Pepsico Canada	782.76	Sep 13, 2024
3392	Payment	Receiver General	524.26	Sep 16, 2024
DD-2224	Payment	Receiver General	14,066.21	Sep 20, 2024
3382	Payment	Canadian Tire	173.01	Sep 27, 2024
3383	Payment	Commercial Aquatics Supplies	229.14	Sep 27, 2024
3384	Payment	Falcon Equipment Rentals Inc.	532.10	Sep 27, 2024
3385	Payment	Target Vegetation Control	2,069.36	Sep 27, 2024
3386	Payment	Total Plumbing & Heating	7,830.40	Sep 27, 2024
3387	Payment	Athabasca FLIPS Gymnastics Club	500.00	Sep 27, 2024
3388	Payment	Tipton's YIG	306.85	Sep 27, 2024
3389	Payment	Pepsico Canada	536.69	Sep 27, 2024
3390	Payment	Van Hout Bakery	200.04	Sep 27, 2024

Athabasca Regional Multiplex Society
Direct Deposit Log Aug 01, 2024 to Sep 30, 2024

Direct Deposit No.	Transaction Type	Payee	Transaction Date	Amount
VP1302	Payment	[REDACTED]	Aug 08, 2024	325.48
DD-2044	Payment	Local Authorities Pension Plan	Aug 09, 2024	5,804.42
VP1297	Payment	[REDACTED]	Aug 09, 2024	409.48
VP1298	Payment	[REDACTED]	Aug 09, 2024	69.44
VP1299	Payment	Schindler Elevator Corporation	Aug 09, 2024	2,073.75
VP1300	Payment	[REDACTED]	Aug 09, 2024	104.70
VP1303	Payment	Cougar Fuels Ltd.	Aug 16, 2024	179.81
VP1304	Payment	[REDACTED]	Aug 16, 2024	892.50
VP1305	Payment	Town of Athabasca	Aug 16, 2024	8,275.86
VP1306	Payment	Canadian Linen & Uniform Service	Aug 16, 2024	145.76
VP1307	Payment	Grimshaw Trucking LP.	Aug 16, 2024	576.27
VP1308	Payment	Hi-Pro Recreation Services	Aug 16, 2024	787.50
VP1309	Payment	Ainsworth Inc.	Aug 16, 2024	655.10
VP1310	Payment	Team Aquatic Supplies Ltd.	Aug 16, 2024	2,299.08
VP1311	Payment	Lifesaving Society	Aug 16, 2024	577.50
VP1312	Payment	Automated Aquatics Canada Ltd.	Aug 16, 2024	4,184.94
VP1313	Payment	Royal Caretaking Supplies Inc.	Aug 16, 2024	2,955.69
VP1314	Payment	Stonefish Rentals	Aug 16, 2024	694.31
VP1315	Payment	Athabasca Regional Waste Mgmt Services Comm.	Aug 16, 2024	517.65
VP1316	Payment	Athabasca Automotive	Aug 16, 2024	31.60
VP1317	Payment	Gregg Distributors LP	Aug 16, 2024	44.89
VP1318	Payment	LIV North Inc.	Aug 16, 2024	661.50
VP1319	Payment	Startec Service	Aug 16, 2024	2,302.65
VP1320	Payment	Athabasca Home Hardware	Aug 16, 2024	677.08
VP1321	Payment	Van Houtte Coffee Services Inc.	Aug 16, 2024	105.00
VP1322	Payment	Alberta Municipalities Services Corporation	Aug 16, 2024	34,389.52
VP1323	Payment	Great Canadian Dollar Store	Aug 16, 2024	145.96
VP1324	Payment	Ricoh Canada Inc.	Aug 16, 2024	3,011.47
VP1325	Payment	Great West Media	Aug 16, 2024	92.40
VP1326	Payment	YC Charter	Aug 16, 2024	3,213.00
DD-2095	Payment	Local Authorities Pension Plan	Aug 23, 2024	1,421.67
VP1327	Payment	[REDACTED]	Aug 23, 2024	249.00
VP1328	Payment	[REDACTED]	Aug 23, 2024	250.00
VP1330	Payment	Startec Service	Aug 30, 2024	5,338.67
VP1331	Payment	Canadian Linen & Uniform Service	Aug 30, 2024	145.76
VP1332	Payment	Athabasca Home Hardware	Aug 30, 2024	27.58
VP1333	Payment	Gregg Distributors LP	Aug 30, 2024	39.21
VP1334	Payment	Royal Caretaking Supplies Inc.	Aug 30, 2024	57.46
VP1335	Payment	Gordon Food Service Canada Ltd.	Aug 30, 2024	637.17
VP1336	Payment	Sysco Canada	Aug 30, 2024	650.02
VP1337	Payment	Telus Business Connect	Aug 30, 2024	534.71
VP1338	Payment	Great Canadian Dollar Store	Aug 30, 2024	34.92
DD-2144	Payment	Local Authorities Pension Plan	Sep 06, 2024	5,804.42
VP1339	Payment	Sysco Canada	Sep 13, 2024	1,022.05
VP1340	Payment	Sysco Canada	Sep 13, 2024	1,317.82
VP1341	Payment	Staples Commercial Credit Account	Sep 13, 2024	215.10
VP1342	Payment	Great West Media	Sep 13, 2024	92.40
VP1343	Payment	RC Strategies Inc.	Sep 13, 2024	1,653.75
VP1344	Payment	Athabasca Regional Waste Mgmt Services Comm.	Sep 13, 2024	517.65
VP1345	Payment	Industrial Machine Inc.	Sep 13, 2024	15,652.78
VP1346	Payment	Share Canada	Sep 13, 2024	584.38

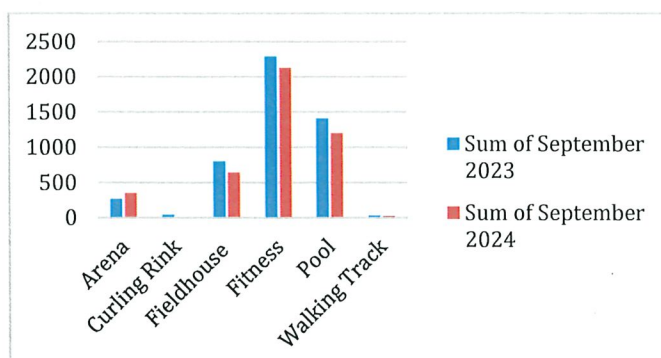
Athabasca Regional Multiplex Society
Direct Deposit Log Aug 01, 2024 to Sep 30, 2024

VP1347	Payment	Automated Aquatics Canada Ltd.	Sep 13, 2024	982.41
VP1348	Payment	Royal Caretaking Supplies Inc.	Sep 13, 2024	5,425.36
VP1349	Payment	Ainsworth Inc.	Sep 13, 2024	1,878.71
VP1350	Payment	Stonefish Rentals	Sep 13, 2024	419.96
VP1351	Payment	Startec Service	Sep 13, 2024	6,737.85
VP1352	Payment	Marmak Information Services	Sep 13, 2024	840.00
VP1353	Payment	Cougar Fuels Ltd.	Sep 13, 2024	79.75
VP1354	Payment	Gregg Distributors LP	Sep 13, 2024	169.96
VP1355	Payment	Canadian Linen & Uniform Service	Sep 13, 2024	145.76
VP1356	Payment	Athabasca Home Hardware	Sep 13, 2024	185.15
VP1357	Payment	FastSigns of Athabasca	Sep 13, 2024	271.69
VP1358	Payment		Sep 13, 2024	136.49
DD-2022	Payment	Local Authorities Pension Plan	Sep 20, 2024	5,804.42
VP1359	Payment		Sep 20, 2024	136.49
VP1360	Payment		Sep 20, 2024	459.19
VP1361	Payment	Larue Electric & Controls Ltd.	Sep 27, 2024	2,880.03
VP1362	Payment	Athabasca Home Hardware	Sep 27, 2024	569.29
VP1363	Payment	Athabasca Automotive	Sep 27, 2024	77.36
VP1364	Payment	Canadian Linen & Uniform Service	Sep 27, 2024	72.88
VP1365	Payment	Royal Caretaking Supplies Inc.	Sep 27, 2024	110.31
VP1366	Payment	Automated Aquatics Canada Ltd.	Sep 27, 2024	2,776.94
VP1367	Payment	Alberta association Recreation Facility Personnel	Sep 27, 2024	1,471.83
VP1368	Payment	Guardian Chemicals Inc.	Sep 27, 2024	648.06
VP1369	Payment	Refinish Renovation 1692383 AB Ltd.	Sep 27, 2024	4,488.75
VP1370	Payment	Startec Service	Sep 27, 2024	10,425.68
VP1371	Payment	Gordon Food Service Canada Ltd.	Sep 27, 2024	2,141.89
VP1372	Payment	Sysco Canada	Sep 27, 2024	1,250.05
VP1373	Payment	Sysco Canada	Sep 27, 2024	48.59
VP1374	Payment	Sysco Canada	Sep 27, 2024	2,066.67
VP1375	Payment	Alberta Municipalities Services Corporation	Sep 27, 2024	33,292.85
VP1376	Payment	Telus	Sep 27, 2024	151.51
VP1377	Payment	Van Houtte Coffee Services Inc.	Sep 27, 2024	105.00
VP1378	Payment		Sep 27, 2024	31.88
VP1379	Payment	Great Canadian Dollar Store	Sep 27, 2024	10.50
VP1380	Payment	Red Bull Canada Ltd.	Sep 27, 2024	592.02
VP1381	Payment	Great West Media	Sep 27, 2024	367.50
VP1382	Payment	Freshet Creative Services	Sep 27, 2024	136.00
VP1383	Payment	Telus Business Connect	Sep 27, 2024	550.75
VP1385	Payment	Tim's Ice Manufacturing Ltd.	Sep 27, 2024	9,121.88

Attendance

September Analysis

Row Labels	September 2023	September 2024
Arena	269	346
Curling Rink	43	0
Fieldhouse	799	640
Fitness	2289	2126
Pool	1411	1199
Walking Track	27	19
Grand Total	4838	4330

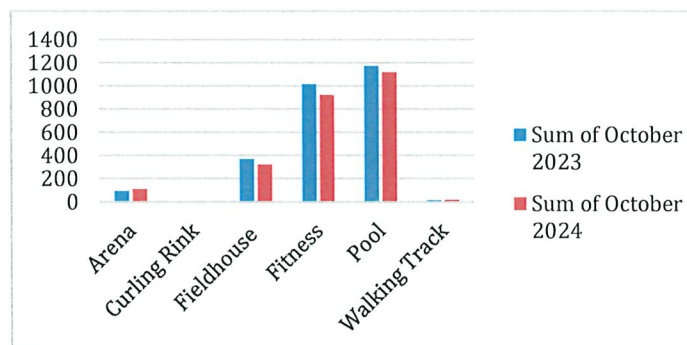


September 2024 Daily Average = 144

**Note – the Pool was closed for shutdown from September 3rd to 15th

October Analysis

Row Labels	October 2023	October 2024
Arena	94	111
Curling Rink	0	0
Fieldhouse	371	324
Fitness	1016	923
Pool	1174	1119
Walking Track	13	18
Grand Total	2668	2495



October 1 – 15, 2024 Daily Average = 166

General / Meetings

- September 18th – Meeting with Athabasca University (AU) to discuss the upcoming events in October.
- September 25th – Meeting with the Athabasca & District Minor Hockey Association (ADMHA) to discuss dressing room allocations.
- September 26th – Meeting with Multiple Supervisors to discuss the upcoming events and catering.
- October 1st – Athabasca Showcase of Excellence planning meeting.
- October 2nd – Meeting with AU to do a tour of AU kitchen facility for their event on October 18th.
- October 2nd – 1st strategic planning meeting with the ARMS Board and RC Strategies.
- October 3rd – Meeting with Aspen View to do a walk through for their PD Day event.
- October 8th – Athabasca Showcase of Excellence planning meeting.
- October 15th – Meeting with Mike with RC Strategies to speak about the agenda for the meeting on October 17th.
- October 16th – Meeting with the organizers of the Appreciation Event on October 25th.
- October 17th – 2nd strategic planning meeting with the ARMS Board and RC Strategies.

Grants

- Submitted an application for the Fortis Alberta Community Investment Grant for replacement light ballasts.
- Submitted an application for the SilverChef Community Grants Program for a meat slicer and smallware's in the Kitchen.

Athabasca Showcase of Excellence

- The Rotary Club of Athabasca is in support of the Athabasca Showcase of Excellence.
- The committee has created a purpose, qualifications, nomination categories and induction guidelines which will be presented at the next Rotary Business Meeting in December. If approved, the committee's next step is to create a nomination package with deadlines.

Arena

- ADMHA and Skating Club are utilizing the arena for evening practices.
- EPC Hockey Academy is on ice every second school day from 12:15pm to 3:00pm.
- Fort McMurray U13AA rented our Arena for 3 exhibition games in September.
- REC Hockey started practicing on October 6th.
- October 18th – ADMHA starts playing hockey games.
- November 10th – Referee Clinic.

Curling Rink

- Tim's Ice Manufacturing started building ice on October 3rd.
- The Curling Club's regular season started on October 15th.
 - They have one evening draw Monday through Thursday and an adult league draw on Thursday afternoons.
 - Doubles league every second Friday is dependent on the number of teams.
- Anything goes Bonspiel is on November 2nd.
- Learn to Curl date is TBD.

Fieldhouse

- October 12th - Farmer's Market.
- October 15th - Aspen View PD Day.
- October 17th - AU Staff Appreciation/ Awards.
- October 19th - Chamber's Gala.
- October 22nd – Learn to Play Pickleball.
- October 25th - Fire Fighters Appreciation Night.
- October 26th - Farmer's Market.
- October 26th - Delerium Concert.
- October 31st - Lions Club Halloween.
- November 2nd – Taste of Athabasca.
- November 2nd – Farmers Market.
- November 8th & 9th – Chambers Christmas Market.
- November 11th – Remembrance Day Ceremony.
- November 16th – Farmers Market.
- November 27th – Learn to Play Pickleball.

Theatre

- October 3rd – St. Gabriels Church event.
- October 5th – Heartwood Performance.
- October 17th - Heartwood Performance.
- October 19th - Library Film Showing.
- October 25th - Theatre Athabasca Performance.
- October 27th – Hocus Pocus 2 Movie
- October 30th - Heartwood Performance.
- November 6th – 9th – EPC Play.
- November 27th – Heartwood Performance.

Meeting Rooms

- September 25th – Curling Club AGM.
- October 2nd – Training in the Lounge.
- October 3rd - Town Appreciation Dinner.
- October 10th - ADMHA Picture Night.
- October 10th - Youth Hub Town Hall.
- October 26th - RhPAP Luncheon.
- November 3rd – 5th – Metis Nation Polling Station.
- November 30th – ATB Event.

Respectfully submitted,



Rhonda Alix,
General Manager

Athabasca Regional Multiplex Society Action Log

Meeting date: October 21, 2024

Motion #	Action / Motion	Meeting Date	Progress/Comments	Status
#23-129	Motion by Director Reimer to direct Administration to present the Asset Management Plan to the Board by August 2024.	November 20, 2023	Administration presented an Asset Management plan to the Board at the September meeting.	Completed
#24-028	Motion by Director Pacholok to direct Administration to monitor the Corporate Discount Program utilization and report back to the Board in the September meeting.	February 26, 2024	Created a briefing note with utilization numbers for the September meeting.	Completed
#24-059	Motion by Director Pacholok to accept the information as presented and direct Administration to bring 2025 Facility Rates for review at next ARMS meeting.	May 27, 2024	Kitchen rental rates were approved at the July Board meeting. The remaining facility rental rates will be discussed during the September Board meeting. Motion replaced by motion #24-76.	Completed
#24-060	Motion by Director LeMessurier to bring back information regarding services comparatives from three other facility to the next meeting.	May 27, 2024	I spoke with many different facilities regarding security guard rates and brought the information back to the September meeting.	Completed
#24-063	Motion by Director Reimer to direct Administration to draft a policy related to capital assets and management for review at the 2024 September ARMS meeting.	May 27, 2024	Draft policy was created and added to the September Board package.	Completed
#24-075	Motion by Director Hall to defer the Security Quotes discussion to the next meeting.	July 15, 2024	I spoke with many different facilities regarding security guard rates and brought the information back to the September meeting.	Completed
#24-076	Motion by Director Pacholok to approve the 2025 Kitchen Rental Rates as presented and bring back the remaining 2025 Facility Rental Rates to the next meeting.	July 15, 2024	Facility rental rates will be discussed during the September Board meeting. Motion replaced by motion #24-107.	Completed
#24-077	Motion by Director LeMessurier to direct Administration to bring facility rental statistics back for review at the next meeting.	July 15, 2024	Facility rental statistics were compiled and reported to the Board at the September meeting.	Completed
#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.	September 16, 2024	The Town of has applied for the GICB Program for ARMS using GrantMatch.	Completed
#24-103□	Motion by Director Kapitaniuk to adopt the Asset Management Plan Policy Number 500-037 as amended.	September 16, 2024	Asset Management Policy 500-037 has been adopted as amended at the Board meeting.	Completed

Athabasca Regional Multiplex Society Action Log

Meeting date: October 21, 2024

Motion #	Action / Motion	Meeting Date	Progress/Comments	Status
#24-104	Motion by Director Wallach to amend the Corporate Discount Program to be available for any business with 5 or more employees.	September 16, 2024	The Corporate Discount Membership Program has been updated to reflect the motion. The application form has been amended and a facebook message has been posted explaining the changes.	Completed
#24-106	Motion by Director Reimer to approve the 2025 ARMS Organizational Chart as presented.	September 16, 2024	The 2025 ARMS Organization Chart has been approved for 2025.	Completed
#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	September 16, 2024	The 2025 Advertising Rates with a 3% increase are effective April 1, 2025. Administration will update our billing software, brochures and customers.	Completed
#24-110	Motion by Director Wallach to approve the 2025 Draft Operating Budget as presented with a 3% Cost of Living Adjustment (COLA).	September 16, 2024	Administration has updated the 2025 Wage Grid and our Budget in the accounting software.	Completed
#24-111	Motion by Director Balay to approve the 2025 proposed capital budget at \$225,000.00 from each municipality.	September 16, 2024	Administration will proceed with the approved 2025 Capital Budget.	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	Received a potential lease agreement from RMRF. Working with the member municipalities CAO's to finalize an agreement.	In Progress
#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. Tim is finalizing a storage solution for the tractor.	In Progress
#24-029	Motion by Director Pacholok to direct Administration to research grants that may be applicable to replace boiler systems.	February 26, 2024	Applied for the Active Communities Initiative grant for the Aquatic Centre boilers and pumps on September 3rd as well as the GICB Program on October 16th.	In Progress
#24-037	Motion by Director Kapitaniuk to direct Administration to collaborate with Aspen View Public Schools on a Partnership Agreement and bring it back to the Board for approval.	March 11, 2024	Ashtin, Tim and I met with EPC administration to discuss our partnership and plan for the 2024/25 school year on August 22nd.	In Progress

Athabasca Regional Multiplex Society Action Log

Meeting date: October 21, 2024

Motion #	Action / Motion	Meeting Date	Progress/Comments	Status
#24-071	Motion by Director Hall to direct Administration to compile an analysis of utility reduction options for review at the September meeting.	July 15, 2024	Administration will bring an analysis to the November meeting.	In Progress
#24-078	Motion by Director Reimer to direct Administration to create a Request for Proposal for a consultant to evaluate and rewrite the ARMS Bylaws and bring back the quotations to the Board for review.	July 15, 2024	Administration will bring an update to the November or December meeting.	In Progress
#24-083	Motion by Director Hall to direct Administration to bring forward a recommendation related to the implementation of a land acknowledgement.	July 15, 2024	Administration brought a land acknowledgement recommendation to the October 21st meeting.	In Progress
#24-090	Motion by Director Pacholok to direct Administration to retain an expert to review and provide an opinion about the Aquatic Centre boilers.	July 15, 2024	Administration is investigating the next steps with the Aquatic Centre boilers.	In Progress
#24-095	Motion by Director Wallach to direct Administration to bring back a business case for regular scheduled movie nights at the theatre.	September 16, 2024	Administration is completing a poll to see what day of the week residents would want a movie night on. We will bring an update to the next meeting.	In Progress
#24-099□	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.	September 16, 2024	Administration has sent an email out to user groups with the motion and deadline asking for their members resident information. We will bring back updated information to the next meeting.	In Progress
#24-100□	Motion by Director Balay to direct Administration to purchase the curling rink dehumidification unit with air conditioning using capital reserves for 50% of the costs.	September 16, 2024	Tim is getting quotes on the dehumidification unit and will have it ordered by the next meeting.	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 is willing to present ARMS Asset Management Plan to both members' council.	In Progress
#24-107	Motion by Director Kapitaniuk to table the 2025 Proposed Facility rental rates until after the Strategic Planning meetings.	September 16, 2024	Administration will bring this back to the meeting after the Strategic Plan is completed.	In Progress
#24-108	Motion by Director Kapitaniuk to table the 2025 Proposed Membership Rates until after the Strategic Planning meetings.	September 16, 2024	Administration will bring this back to the meeting after the Strategic Plan is completed.	In Progress
#0	Direction for Administration to have/invite a User Group delegation every other meeting	October 16, 2023	EPC School Council attended the July 15 meeting.	ongoing

Athabasca Regional Multiplex Society Action Log

Meeting date: October 21, 2024

Motion #	Action / Motion	Meeting Date	Progress/Comments	Status
#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
#23-148	Motion by Director Balay to direct Administration to implement a data collection strategy to find out what municipality facility users reside in and report back to the board quarterly.	December 18, 2023	Presented the first quarterly report at the April meeting and the second quarterly report at the September meeting.	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. A cheque will be sent to the Athabasca County for that amount.	ongoing
#24-017	Motion by Director Pacholok to accept the update as information and to direct Administration to provide future updates on the boiler claim quarterly or as needed.	January 15, 2024	Updates will be provided quarterly or as needed.	ongoing
#24-051	Motion by Director Hall to direct Administration or the Chair to provide updates on closed information to all Directors and Alternates.	April 15, 2024	Directors and Alternates can contact Rhonda or the Chair for updates on any closed session information.	ongoing

Pool Mechanical

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

Fitness Centre

The pool dehumidification unit had an internal leak which came down into the ceiling of the fitness centre on October 4th. Staff were able to clear the blockage and prevent further water damage, but we did end up with about 12 stained ceiling tiles that will need to be replaced.

Arena

Additional bench was installed in Dressing room #5 to help with an increase in female hockey players.

Operators continue to monitor ice plant compressor run hours versus slab temperatures and have reduced our compressor run time by 5 hours a day, which should generate energy savings throughout the ice season even with the introduction of the curling ice slab.

Curling Rink

Tim's Ice Manufacturing started making curling ice on October 3rd and completed the ice build on October 11th.

The first day of curling started on October 15th, 2024.

Field House

Soccer boards have been pressure washed and placed back in the north-east corner of the fieldhouse. They will be installed after the Christmas event schedule has concluded.

Farmer's Market has returned and there are 5 large events being held in the fieldhouse throughout October.

Exterior Grounds

The Exterior storage shed was broken into during the overnight period of September 23rd -24th, and a few items were taken. A police report was filed but unfortunately our CCTV system did not capture any of the activities to aid in providing the RCMP with additional information.

Items taken

Electric Miter Saw	20lb propane tank
Gas lawn Mower	Various Tarps
Leaf blower	Wheelbarrow
Chainsaw	Fuel tank for Ford F150 Site Vehicle

Concession

Operations staff moved and mounted shelves for the concession as well as paint walls where shelves were.

2 new electrical plugs will need to be installed for the new pizza oven.

Life Safety

Annual fire system testing is going to be completed at the multiplex and theatre on November 18th & 19th by Amptec.

Theatre

Ordering of the stage curtains will be taking place in November, just awaiting one more competitive quote before making a final decision.

Respectfully submitted,



Tim Wolfenberg

Facility Manager

Aquatics Report – September/October 2024



General

- September was covered in part last report, this one will have more shutdown details and will also cover October and the start of our Fall Swim Lessons.

Holidays

- We were closed on Monday, September 2nd.
- On September 30th, we operated during our regular hours for National Day for Truth and Reconciliation. To acknowledge the day, staff and lifeguards wore recognizable orange shirts.
- We were open on October 14th for Thanksgiving Monday, following holiday hours:
 - The pool was open from 10:00 AM to 5:00 PM.
 - The fitness center was open from 10:00 AM to 6:00 PM.

Program Updates & Changes

- Drop-in Water Polo: No changes; continues from 7:00 PM to 8:00 PM.
- Yoga: No changes; scheduled for Tuesday from 6:00 PM to 7:00 PM.
- Spin Classes: Offered on Tuesday and Thursday mornings from 6:00 AM to 7:00 AM.
 - New options include:
 - Monday nights from 5:45 PM to 6:30 PM.
 - Friday mornings from 6:00 AM to 7:00 AM. We hope to continue these options through till the holiday season, with confirmation by the end of October.
- Introductory Fitness: For youth and adults; no changes. Youth classes run from 3:30 PM to 4:30 PM, and adult classes from 5:00 PM to 6:00 PM.
- Athabasca Rapids Swim Club: Running three days a week.
- New Programs: We are exploring additional programming, including youth, family, parent-and-tot, and senior-specific options. These are in the planning stages and will be reported once finalized.
- Returning Programs: Aqua Fitness Pole Classes will resume in November, and we aim to bring back Aqua Spin Bike classes in the new year, pending instructor availability.

Swim Lessons

- Swim lessons were the focus for the start of October, and all lesson sets for the month have started off well. We have a sufficient number of instructors this season, which has worked to our advantage amid school illnesses and changes in sports team practice schedules. This has allowed us to have instructors fill in as needed without delays or interruptions to the scheduled lessons.
- Upcoming Lessons: The lesson sets for the end of October, the month of November, and the Fall/November Break have all been announced and are available for registration.

Staff Training

- The October Inservice is scheduled for October 18th and will focus on aquatic skills. It will also cover our paperwork processes, including timesheets, first aid forms, and incident reports.

Shutdown

- The Aquatics Centre underwent its annual shutdown and maintenance from September 3 to 15, reopening on September 16 with regular hours and programs.
 - Overview: The shutdown was successful, and we reopened on schedule with all planned tasks addressed. We were ahead of schedule on several items, which allowed us to manage a few unexpected challenges effectively.
 - We divided the workload between operations and aquatics, both upstairs and downstairs. Multiple planning meetings were held leading up to the shutdown to ensure efficient coordination.
- Main Pool: The main pool was fully drained to clean the basin, main drains, and pool walls. We implemented a slow drain method for the main pool, so we could clean the deep end using kayaks to scrub the walls. This new process was highly successful and will be used in the future. The pool basin was in better condition than expected, allowing us to clean, regrout as needed, and start refilling on September 9 and 10. This early refill enabled us to treat and heat the water ahead of schedule, facilitating a smoother reopening.
- Leisure Pool: We performed a partial drain to minimize water consumption, as last year's maintenance required a full drain of the Leisure and a partial of the Main pool. This allowed for a thorough cleaning of the zero-depth area and the upper walls, which suffer the most from hard water staining. We replaced chipped and cracked tiles and regrouted around high-wear areas. Maintenance was also performed on the fountain and sprinkler heads.
- Hot Tub: The hot tub was drained, scrubbed thoroughly, and the drains and overflow gutters were cleaned. We regrouted the entire hot tub. Operations also completed pipe repairs in the basement, after which the hot tub was refilled, reheated, and treated.
- Sauna: This year, the sauna benches were refurbished, and we improved bench drainage. The sauna wall-based temperature controls were replaced with a fully automated system for enhanced longevity, reduced tampering, and lower power consumption. As well we were able to avoid a full re-satin thanks to the past sating and our increased upkeep.
- Water Slide: We conducted a thorough cleaning of the slide and re-waxed it with ceramic wax, which has proven to last the longest and maintain smoothness. We also addressed rust and bolts rust on the staircase and performed light priming and painting. A more extensive refurbishment will be required next year, that may include sandblasting and repainting of the staircase.
- Pool Deck & Change Room Floors: This area required additional work. Although we prepared the change room floors ahead of shutdown, the pool deck and shower walls needed more grouting than anticipated. Our local contractor utilized some staff to expedite the process, allowing us to complete the additional work by September 13.
- General Cleaning: We focused on areas that are hard to access when the pool is in use, using a top-down approach. We began with high areas, such as the slide stairs, and worked down to the baseboards and floors.


Aquatics Report – September/October 2024



We were able to extend the life of some rusting lockers, though no repairs were possible for severely damaged areas. A final wipe-down commenced in the far southwest corner of the pool deck, working outward to the changing rooms and spectator area. This thorough cleaning led to some additional repairs and touch-ups, and we completed the lobby area by September 15, just before the All-Staff Training.

- Gutters & Drains: The pool gutters were cleaned as necessary, focusing particularly on the hot tub, which required the most attention. The deck gutters were snaked and cleaned by operations and the aquatics team, as were the changing room gutters, which required more extensive cleaning. We also removed, snaked, and cleaned the pool and changing room drains, finishing with the staff changing room drains.
- Other Tasks: Additional cleaning tasks included walk-throughs of the Fitness Centre, cleaning the Poolside Lounge, and disinfecting the spectator area, including the bleachers and gutters, all windows, both inside and out, were polished, and various other areas were addressed. If you have questions about any areas not clearly noted, please ask, and we will provide updates on what was completed and the timeline.

With kind regards,

Signature: 
Dylan Zilinski,
Aquatic Supervisor

- Concession Kitchen
 - Kitchen equipment is running well.
 - Signage and Menu TVs are updated if there are any changes required.
 - The new compressor was installed for the Walk in Cooler.
- Menu
 - Menu streamlined.
 - New products were brought in to minimize labour.
 - New products to be introduced for the Hockey Season.
- Commercial Kitchen
 - Purchased some new small wares for the Concession and Commercial Kitchen.
 - We have purchased another Soup warmer. We now have 2 10 L soup warmers.
 - We have put together an equipment package for the Bar when rented.
- Caterings
 - Becoming more efficient at the execution of events and have received positive feedback.
- Upcoming events we are planning or Catering.
 - AU lunches Oct 17 & 18.
 - Chamber Gala Oct 19.
 - ALPAC Breakfast and Lunch Oct 22 & 23.
 - RhPAP Lunch Oct 26.

Respectfully submitted,



Tim Festeryga
Concession Supervisor

From: Rhonda Alix, General Manager
To: ARMS Board
Date: October 21, 2024
Subject: Strategic Planning

Background

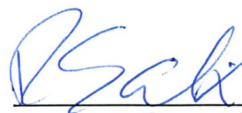
- Administration has contracted RC Strategies to complete the ARMS Strategic Plan.

Discussion

- Administration has gathered information for RC Strategies to start the strategic plan process.
- The Board, Administration and Mike with RC Strategies have had 2 planning meetings.
- The next step is to get the public survey out on various platforms for patrons to fill out.
- After the survey deadline, Administration will setup a meeting with the Board to review the draft Strategic Plan presented by RC Strategies. This meeting would be the end of November or beginning of December.

Recommendation

- Motion to accept the information as presented.



General Manager – Rhonda Alix



From: Rhonda Alix, General Manager
To: ARMS Board
Date: October 21, 2024
Subject: Green and Inclusive Community Builders Program (GICB)

Background

- The Town of Athabasca has applied for the GICB Program for ARMS using GrantMatch Corp. as per the following Board motion at the September 16, 2024, meeting:
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."

Attachment

- GICB Program Energy Management Report
- GICB Budget

Discussion

2024 GICB Program summary:

Project was for Solar PV, LED Lighting replacement, 4 High Efficiency boilers with piping upgrades and Curling Rink Dehumidification Unit

Total Budget: \$ 2,981,652.32 (with 5% contingency)

ARMS Share: \$369,530.46

Federal Share: \$2,385,321.86

Energy savings = 29.8%

GHG reduction = 43.7%

If our application is successful GrantMatch's fees are:

10% on the first \$1,000,000.00

5% on the remaining balance of \$1,981,652.32

Total fees - \$199,082.62

Recommendation

- Motion to accept the information as presented.

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

General Manager – Rhonda Alix

Energy management report

Athabasca Regional Multiplex

Athabasca Refional Multiplex PV Project



Commercial/Institutional - Other

Prepared for:

Municipal Energy Manager
Athabasca Town
4705-49ave
Athabasca, Alberta, T9S1B7
Canada
Phone: 780-757-9620

Prepared by:

Town of Athabasca
4705 49ave
Athabasca , Ab, T8R1H1
Canada

Executive summary

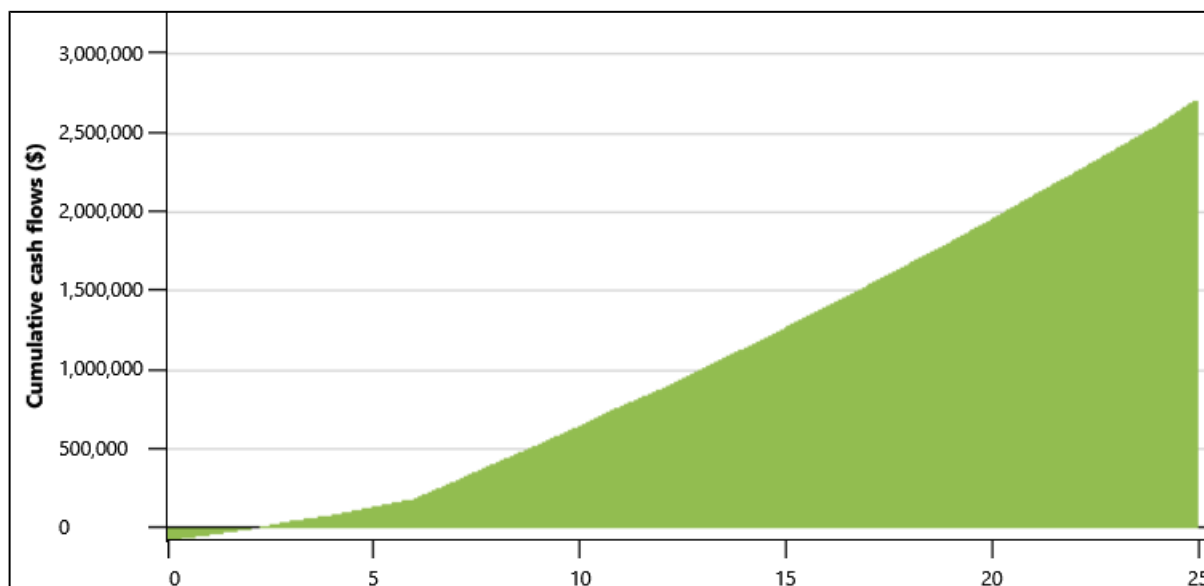
This report was prepared using the RETScreen Clean Energy Management Software. The key findings and recommendations of this analysis are presented below:

Target

	Fuel consumption MWh	Fuel cost \$	GHG emissions tCO ₂
Base case	7,639	215,293	2,289
Proposed case	5,366	108,791	1,289
Savings	2,273	106,503	1,001
%	29.8%	49.5%	43.7%

The main results are as follows:

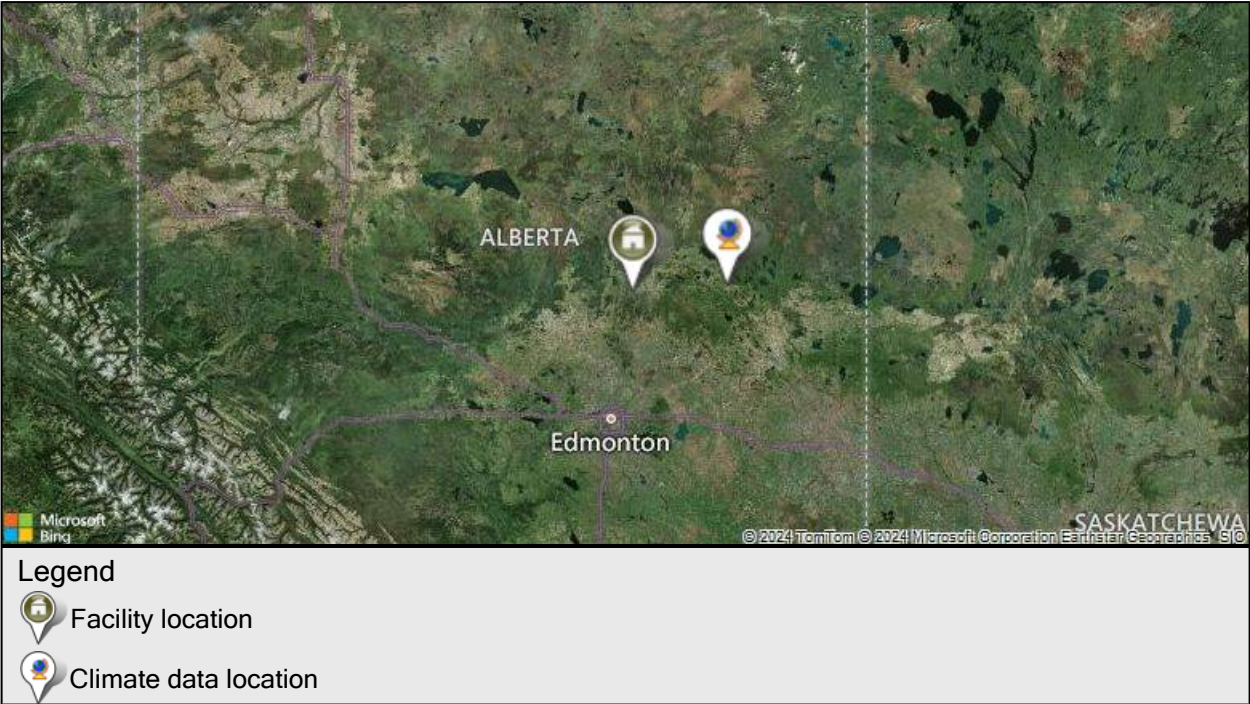
Cash flow - Cumulative



Disclaimer: This report is distributed for informational purposes only and does not necessarily reflect the views of the Government of Canada nor constitute an endorsement of any commercial product or person. Neither Canada nor its ministers, officers, employees or agents make any warranty in respect to this report or assumes any liability arising out of this report.

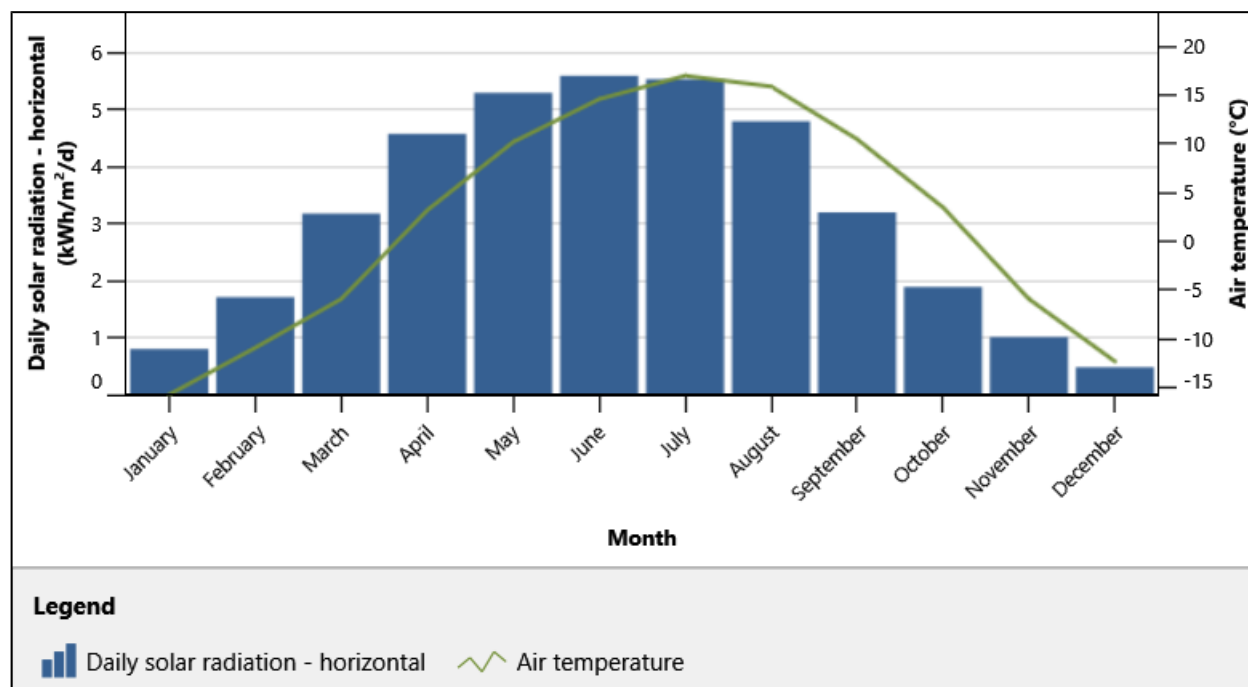
Location | Climate data

Location



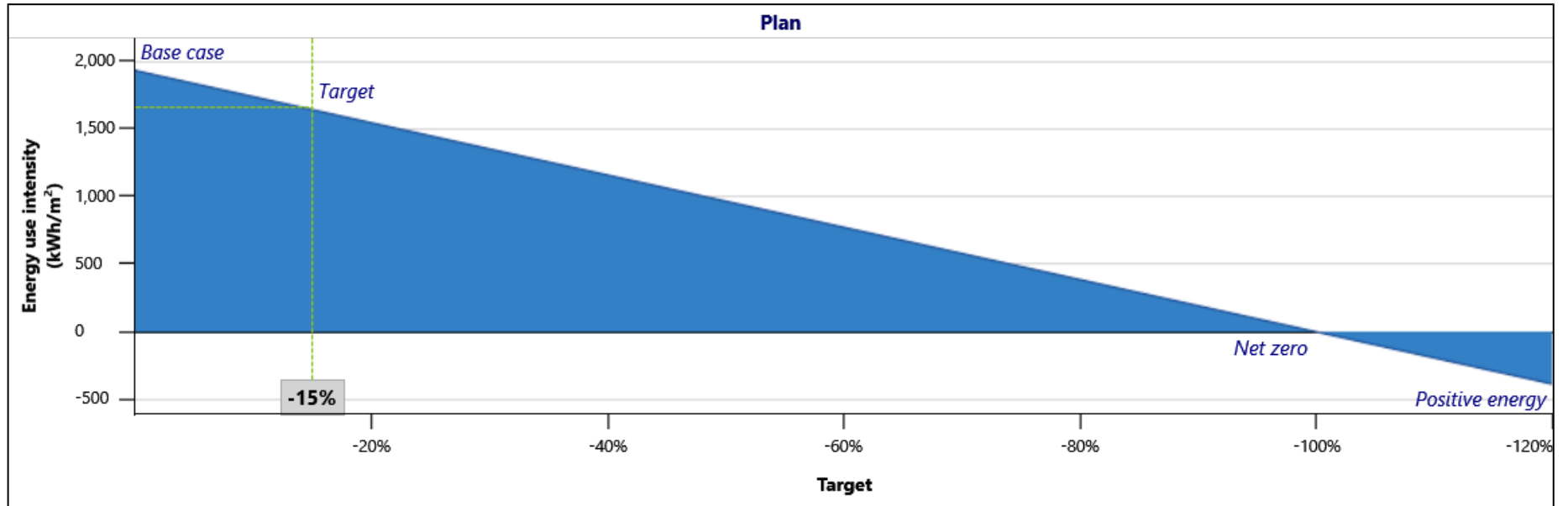
	Unit	Climate data location	Facility location
Name		Canada - Alberta - Lac La Biche (Aut)	Canada - AB - Athabasca
Latitude	°N	54.8	54.7
Longitude	°E	-112.0	-113.3
Climate zone		7 - Very cold	7 - Very cold
Elevation	m	567	569

Climate data



Heating design temperature	-31.6								
Cooling design temperature	25.7								
Earth temperature amplitude	26.2								
Month	Air temperature	Relative humidity	Precipitation	Daily solar radiation - horizontal	Atmospheric pressure	Wind speed	Earth temperature	Heating degree-days	Cooling degree-days
	°C	%	mm	kWh/m²/d	kPa	m/s	°C	°C-d	°C-d
January	-15.7	66.4%	21.70	0.80	94.2	2.1	-16.1	1,045	0
February	-10.9	64.9%	14.84	1.71	94.3	2.4	-12.8	809	0
March	-5.9	57.8%	23.25	3.18	94.2	2.7	-5.8	741	0
April	3.2	54.1%	36.90	4.58	94.2	3.0	3.5	444	0
May	10.2	53.7%	52.08	5.30	94.1	3.1	10.4	242	6
June	14.6	64.5%	78.30	5.60	94.1	2.7	15.2	102	138
July	17.0	70.2%	72.54	5.54	94.2	2.7	17.8	31	217
August	15.9	72.9%	49.60	4.80	94.2	2.5	16.6	65	183
September	10.5	70.0%	37.80	3.20	94.2	2.8	10.3	225	15
October	3.5	68.4%	25.73	1.89	94.1	2.9	2.3	450	0
November	-5.9	73.3%	21.90	1.01	94.0	2.4	-7.4	717	0
December	-12.3	70.9%	21.08	0.48	94.1	2.3	-14.6	939	0
Annual	2.1	65.6%	455.72	3.18	94.2	2.6	1.7	5,810	559

Plan

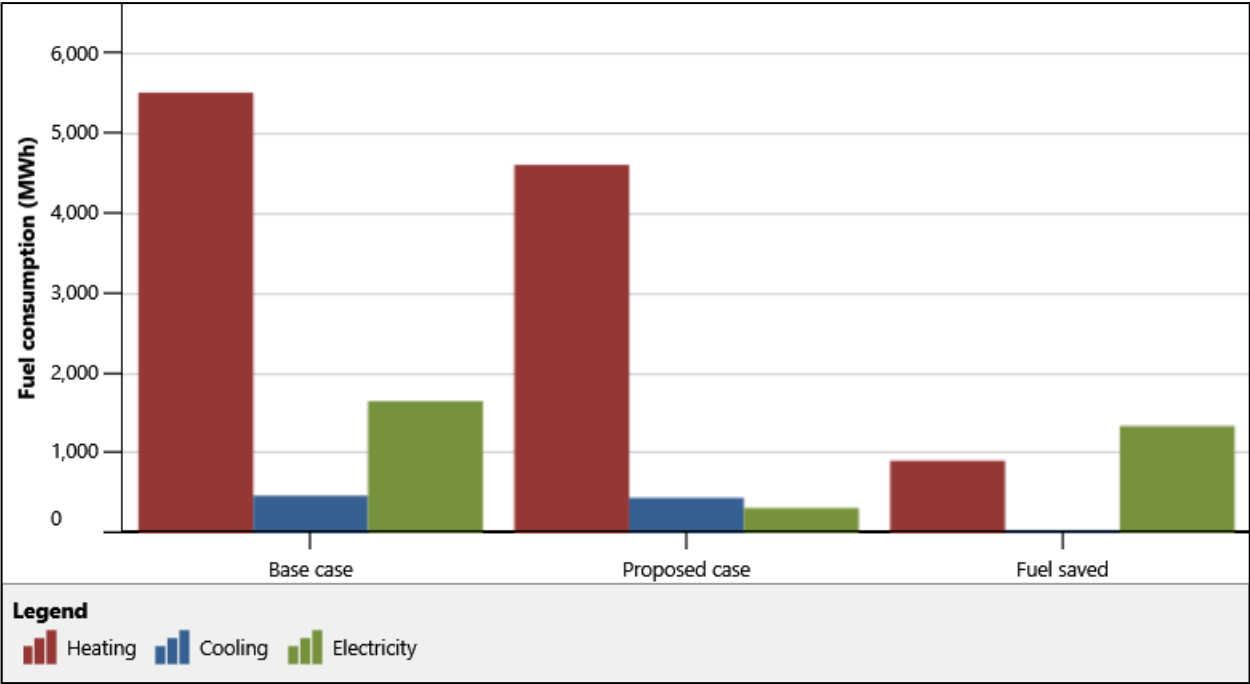


Facility size: 11,596 m²

Fuel consumption		Facility - Plan			Energy use intensity			
Fuel type	Fuel consumption - base case	Fuel consumption - Equivalent kWh	Set target	Fuel consumption - Equivalent kWh	Base case kWh/m ²	Proposed case kWh/m ²	Benchmark kWh/m ²	Variance Base case
		Base case kWh		Proposed case kWh				
Electricity - kWh	19,887	19,887	-15%	16,904	1.7	1.5		
Natural gas - m ³	2,105,913	22,381,180	-15%	19,024,003	1,930	1,641		
Total		22,401,067	-15%	19,040,907	1,932	1,642		

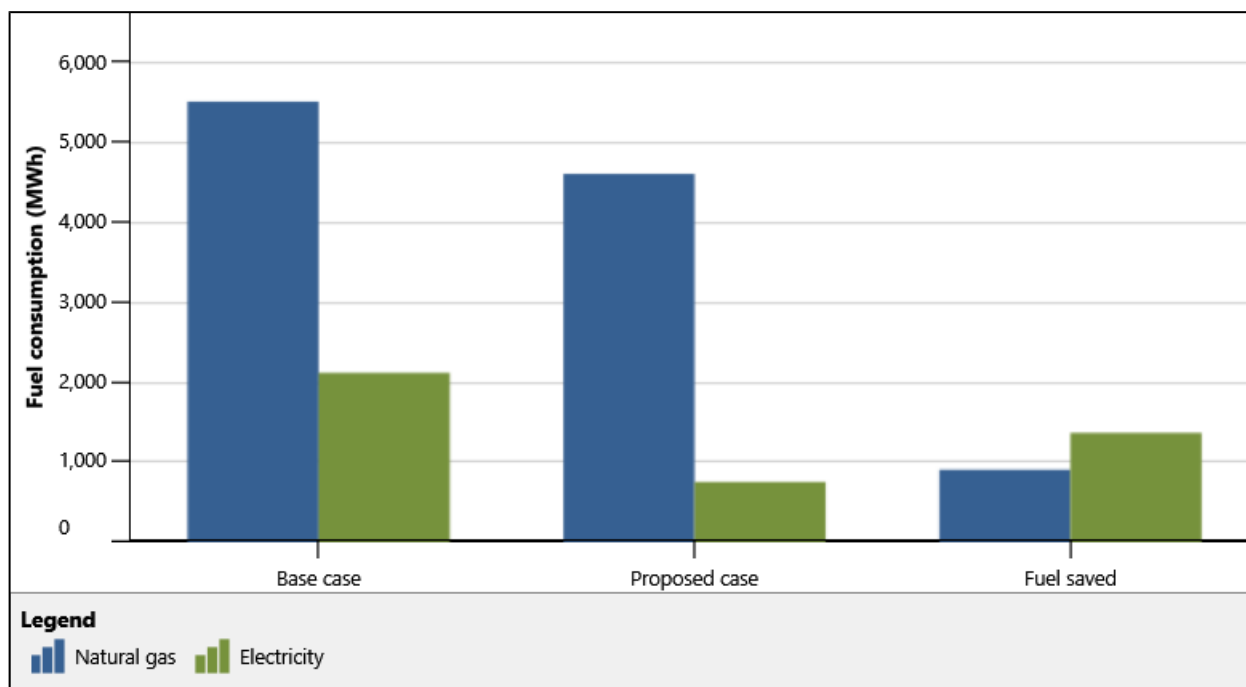
Energy savings | Fuel summary

Energy savings



	Heating	Cooling	Electricity	Total
Fuel consumption	GJ	GJ	GJ	GJ
Base case	19,869	1,683	5,947	27,499
Proposed case	16,609	1,584	1,123	19,316
Fuel saved	3,260	98.5	4,824	8,183
Fuel saved - percent	16.4%	5.9%	81.1%	29.8%

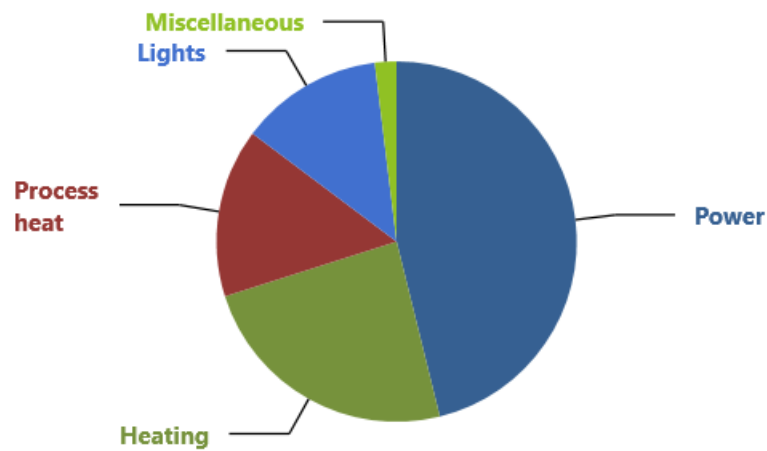
Fuel summary



	Fuel	Base case	Proposed case	Savings
Fuel type	Unit	Fuel consumption	Fuel consumption	Fuel saved
Natural gas	GJ	19,869	16,609	3,260
Electricity	kWh	2,119,430	751,935	1,367,495
	Fuel	Base case	Proposed case	Savings
Fuel type	Fuel rate	Fuel cost	Fuel cost	Savings
Natural gas	3.39 \$/GJ	\$ 67,357	\$ 56,306	\$ 11,051
Electricity	0.07 \$/kWh	\$ 147,936	\$ 52,485	\$ 95,451
Total		\$ 215,293	\$ 108,791	\$ 106,503

End-use

Fuel saved



Section	Fuel saved	
	kWh	%
Power	1,048,741	46.1%
Heating	544,285	23.9%
Process heat	344,447	15.2%
Lights	291,381	12.8%
Miscellaneous	44,193	1.9%
Space cooling	21,557	0.95%
Space heating	16,820	0.74%
Refrigeration	5,816	0.26%

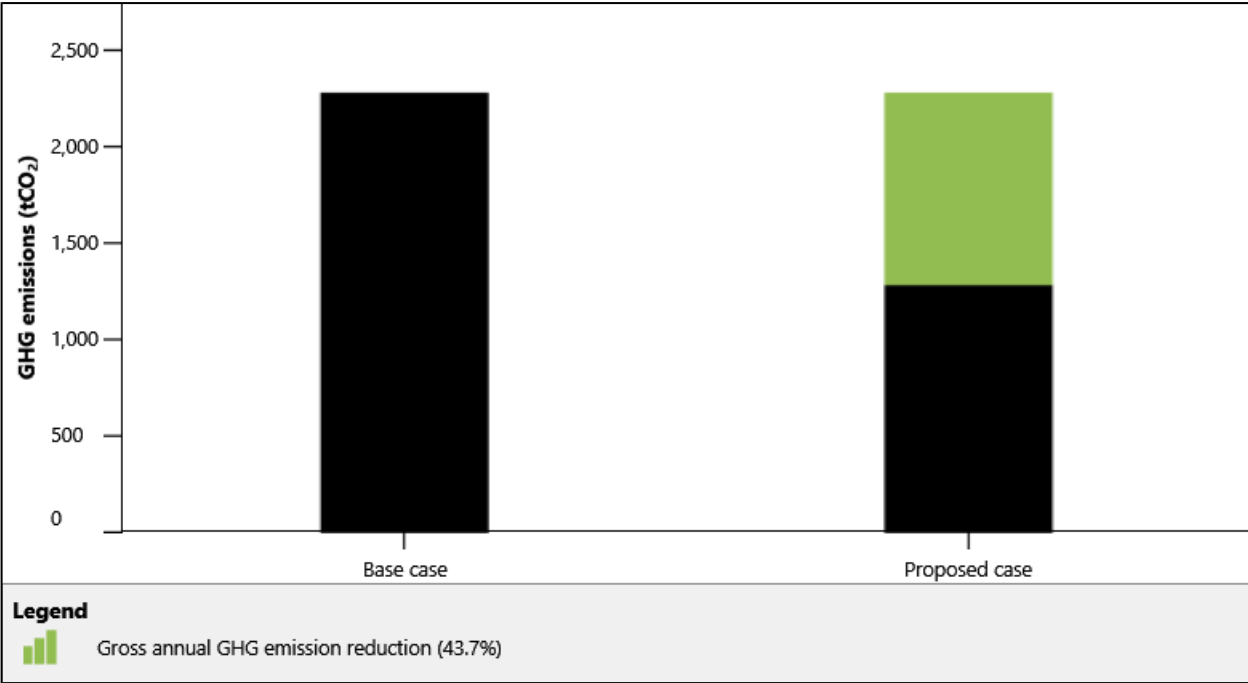
Target

Summary

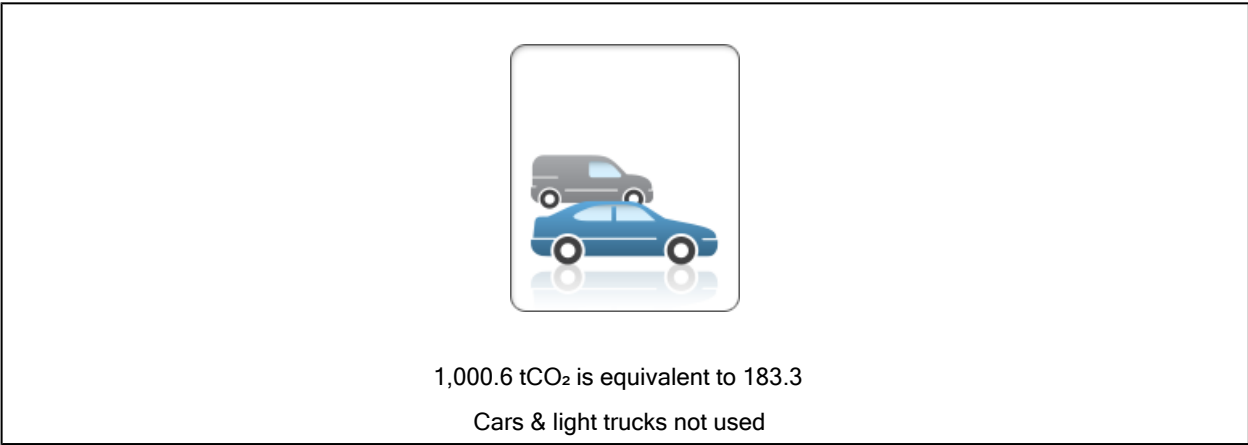
	Fuel consumption MWh	Fuel cost \$	GHG emissions tCO ₂
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Proposed case	5,366	108,791	1,289
Savings	2,273	106,503	1,001
%	29.8%	49.5%	43.7%

GHG emissions

GHG emissions



GHG equivalence



GHG emissions		
Base case	2,289.1	tCO ₂
Proposed case	1,288.5	tCO ₂
Gross annual GHG emission reduction	1,000.6	tCO ₂

Financial viability

Financial parameters

General		
Fuel cost escalation rate	%	2%
Inflation rate	%	3%
Discount rate	%	5%
Reinvestment rate	%	0%
Project life	yr	25
Finance		
Incentives and grants	\$	1,206,481.60
Debt ratio	%	20%
Debt	\$	323,440
Equity	\$	1,293,760
Debt interest rate	%	2.9%
Debt term	yr	6
Debt payments	\$/yr	59,410

Costs | Savings | Revenue

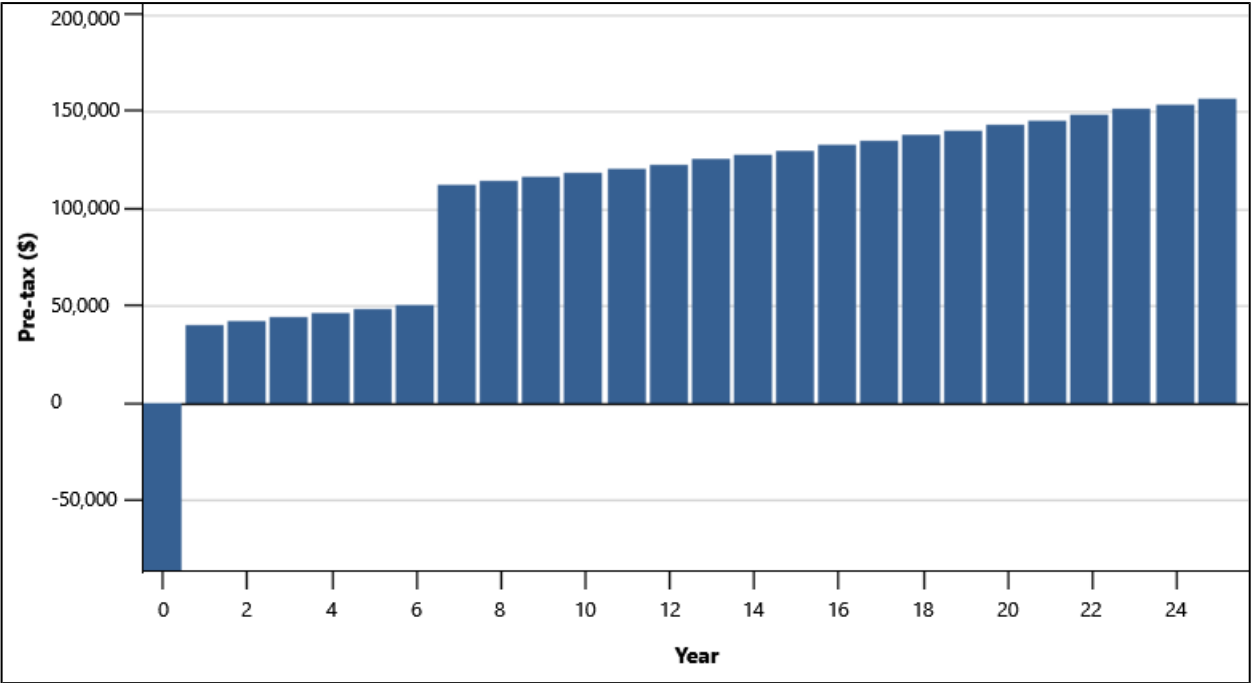
Initial costs			
Incremental initial costs	100%	\$	1,617,200
<hr/>			
Total initial costs	100%	\$	1,617,200
Incentives and grants		\$	1,206,481.60
<hr/>			
Yearly cash flows - Year 1			
Annual costs and debt payments			
O&M costs (savings)		\$	8,744
Fuel cost - proposed case		\$	108,791
Debt payments - 6 yrs		\$	59,410
<hr/>			
Total annual costs		\$	176,944
Annual savings and revenue			
Fuel cost - base case		\$	215,293
GHG reduction revenue		\$	0
CE production revenue		\$	0
<hr/>			
Total annual savings and revenue		\$	215,293
Net yearly cash flow - Year 1		\$	38,349

Financial viability

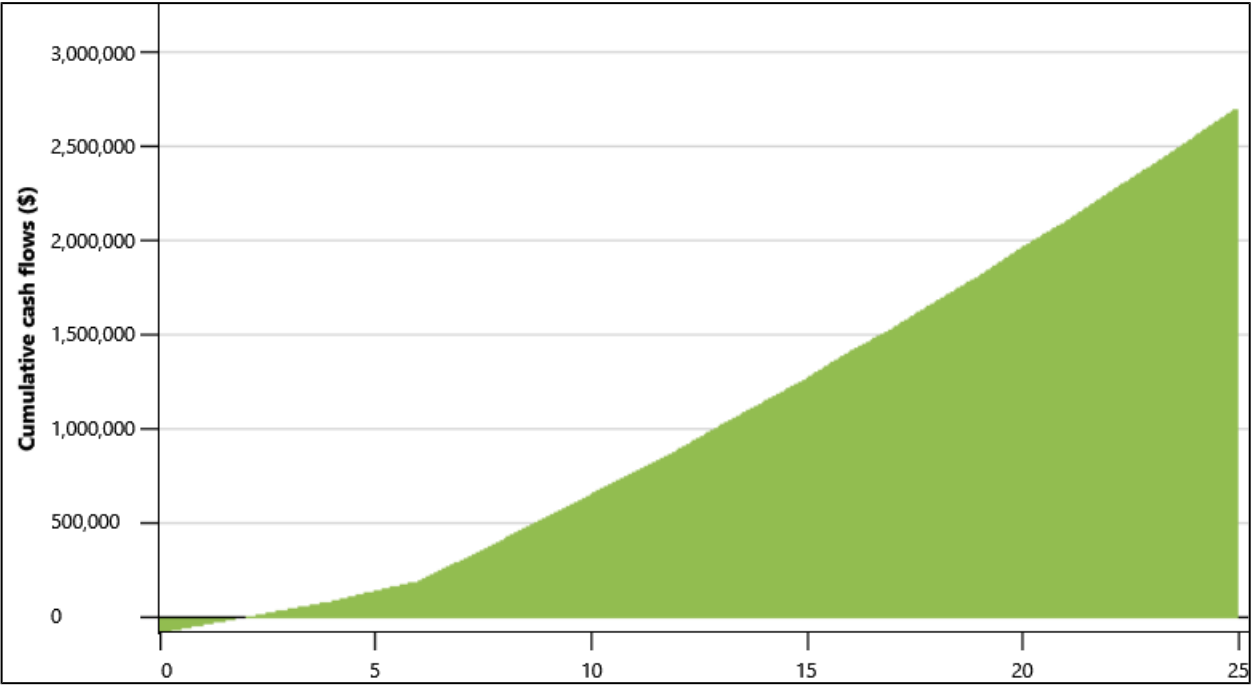
Pre-tax IRR - equity	%	55.1%
Pre-tax MIRR - equity	%	14.9%
Pre-tax IRR - assets	%	17.5%
Pre-tax MIRR - assets	%	8%
Simple payback	yr	4.2
Equity payback	yr	2.1
Net Present Value (NPV)	\$	1,306,056
Annual life cycle savings	\$/yr	92,668
Benefit-Cost (B-C) ratio		2
Debt service coverage		1.7
GHG reduction cost	\$/tCO ₂	-91.1

Cash flow

Annual



Cumulative

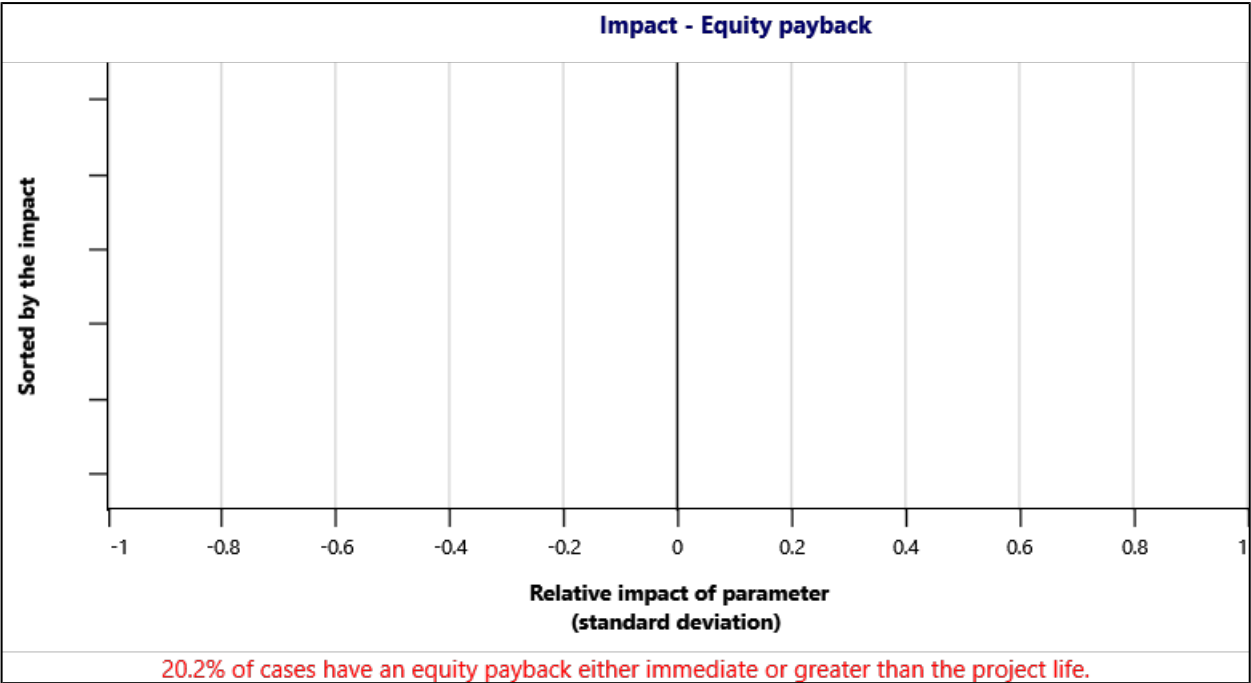


Yearly cash flows

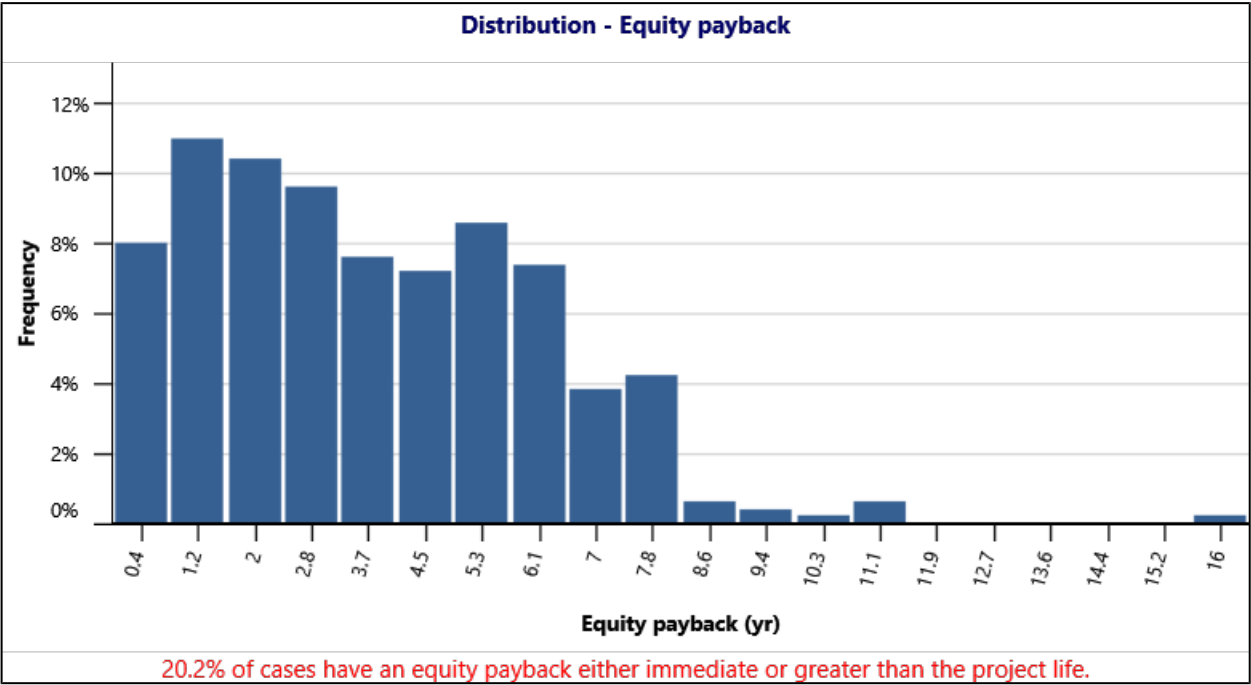
Year #	Pre-tax \$	Cumulative \$
0	-87,278	-87,278
1	40,217	-47,061
2	42,119	-4,942
3	44,057	39,115
4	46,031	85,146
5	48,041	133,188
6	50,089	183,277
7	111,584	294,861
8	113,709	408,570
9	115,872	524,442
10	118,075	642,517
11	120,319	762,836
12	122,605	885,441
13	124,932	1,010,373
14	127,302	1,137,676
15	129,716	1,267,392
16	132,174	1,399,566
17	134,677	1,534,243
18	137,226	1,671,470
19	139,822	1,811,292
20	142,465	1,953,757
21	145,157	2,098,914
22	147,897	2,246,811
23	150,688	2,397,499
24	153,529	2,551,027
25	156,422	2,707,449

Risk

Impact



Distribution



Perform analysis on Number of combinations Random seed		Equity payback 500 No			
Parameter	Unit	Value	Range (+/-)	Minimum	Maximum
Initial costs	\$	1,617,200	25%	1,212,900	2,021,500
O&M	\$	8,744	25%	6,558	10,929
Fuel cost - proposed case	\$	108,791	25%	81,593	135,989
Fuel cost - base case	\$	215,293	25%	161,470	269,117
Debt ratio	%	20.0%	25%	15.0%	25.0%
Debt interest rate	%	2.85%	25%	2.14%	3.56%
Debt term	yr	6	25%	5	8
Median				yr	3.4
Level of risk				%	10%
Minimum within level of confidence				yr	0.39
Maximum within level of confidence				yr	7.7

Analysis type

Project life



Project Phase	Expense Name	Expense Type	Expense Description	Contract Type (if applicable)	Eligible Cost (\$)	Ineligible Cost (\$)	Total
Construction Phase	Lighting Replacement	Labour and materials	LED Lighting Replacement	Competitive	\$ 136,000.00	\$ -	\$ 136,000.00
Design Phase	Boiler Replacement	Professional fees	Design and Engineering	Competitive	\$ 100,000.00	\$ -	\$ 100,000.00
Construction Phase	Boiler Replacement	Labour and materials	Boiler Equipment	Competitive	\$ 300,000.00	\$ -	\$ 300,000.00
Construction Phase	Boiler Replacement	Labour and materials	Distribution Piping and Equipment	Competitive	\$ 125,000.00	\$ -	\$ 125,000.00
Construction Phase	Boiler Replacement	Labour and materials	Labour for Above	Competitive	\$ 325,000.00	\$ -	\$ 325,000.00
Construction Phase	Boiler Replacement	Labour and materials	Misc. Materials for above	Competitive	\$ 185,000.00	\$ -	\$ 185,000.00
Construction Phase	Boiler Replacement	Labour and materials	Permitting	Competitive	\$ 3,000.00	\$ -	\$ 3,000.00
Design Phase	Solar PV Installation	Professional fees	Engineering	Competitive	\$ 10,000.00	\$ -	\$ 10,000.00
Construction Phase	PV Installation	Labour and materials	Permitting	Competitive	\$ 4,000.00	\$ -	\$ 4,000.00
Construction Phase	PV Installation	Labour and materials	Solar Panel Moduels	Competitive	\$ 650,000.00	\$ -	\$ 650,000.00
Construction Phase	PV Installation	Labour and materials	Inverters	Competitive	\$ 80,000.00	\$ -	\$ 80,000.00
Construction Phase	PV Installation	Labour and materials	Racking	Competitive	\$ 145,000.00	\$ -	\$ 145,000.00
Construction Phase	Solar PV Installation	Labour and materials	Electrical BOS & Equipment Rentals	Competitive	\$ 200,000.00	\$ -	\$ 200,000.00
Construction Phase	Solar PV Installation	Labour and materials	Labour on Above	Competitive	\$ 380,000.00	\$ -	\$ 380,000.00
Construction Phase	Solar PV Installation	Labour and materials	SMART Monitoring TV	Competitive	\$ 1,200.00	\$ -	\$ 1,200.00
Construction Phase	Dehumidifier Unit Replacement	Labour and materials	Engineered Air Custom Dehumidifier c/w 6 Ton AC Coil	Competitive	\$ 195,468.88	\$ -	\$ 195,468.88



From: Rhonda Alix, General Manager
To: ARMS Board
Date: October 21, 2024
Subject: Land Acknowledgement

Background

- At the July 15, 2024, meeting the following motion was carried:

Motion by Director Hall to *"direct Administration to bring forward a recommendation related to the implementation of a land acknowledgement."*

Discussion

- Athabasca County Land Acknowledgement on their website and recited at Council and Committee of the Whole meetings.

"We acknowledge Athabasca County is located on First Nations Treaty 6 and Treaty 8 traditional territory. We respect and honour all First Nations, Metis and Inuit Peoples connection to these lands, their history, language and culture."

- Town of Athabasca Land Acknowledgement on their website and recited at Council meetings.

"The Town of Athabasca respectfully acknowledges that we are meeting on Treaty 6 and Treaty 8 territory, home to the First People living on Turtle Island and we honour all of the First Nations, Métis, and Inuit peoples who have lived, traveled, and gathered on these lands for thousands of years. We commit to sharing a path forward of respect, learning, and opportunity."

- I reached out via email to our recreation group to see what their facility has for a Land Acknowledgement.

Town of Rocky Mountain House

Has their Land Acknowledgement printed wall stencil transferred directly on the paint in the Lobby of the Rocky Regional Recreation Centre.

"The Town of Rocky Mountain House acknowledges that the land on which we gather is Treaty 6 territory and a traditional meeting ground and home for many Indigenous Peoples, including Blackfoot, Cree, Saulteaux Stoney and Metis."

Town of Peace River

- The Baytex Energy Centre does not have anything in the Facility that states a Land Acknowledgement. Also, they do not do a Land Acknowledgement to start thier Community Services Advisory Board Meetings.

- The website home page for the Town of Peace River does have at the bottom a Land Acknowledgement:

"We acknowledge the homeland of the many diverse First Nations, Metis, and Inuit peoples, whose ancestors have walked this land since time immemorial. We are grateful to work, live, and learn on the traditional territory of Treaty 8."

Town of St. Paul

- The Town of St. Paul does not have anything posted, but all the Town Council meetings begin with our land acknowledgement.
"The Town of St. Paul respectfully acknowledges it is situated within Treaty Six Territory as well as Alberta Metis Nation District 12, the homeland of the Metis, Dene, Saulteaux and Cree people, and part of a trading route and gathering place for other Indigenous Nations."
- They also have Treaty 6 & Metis flags located at several locations in the community.

Wainwright

- They have treaty 6 flags in all of their town owned facilities including recreation facilities (and a main street flagpole). They also have a message drafted that we have on hand at the facilities for any groups, organizations or teams want to utilize before their events are welcome to and some do utilize it which is great.
"As we gather here today, we acknowledge we are on Treaty 6 Territory, the traditional lands of First Nations and Métis peoples. We offer this acknowledgement as an act of reconciliation and in recognition of the Indigenous histories, knowledge, and cultures that continue to influence our vibrant community."

City of Cold Lake

- The City of Cold Lake does not have anything posted, but all City meetings recite their land acknowledgement.
"In the spirit of respect and reciprocity, we acknowledge that the City of Cold Lake is located on lands and by water in Treaty 6 Territory and the homeland of the Metis Nation that has been, and continues to be, a sacred place for many. We pay respect to the indigenous peoples of this place past and present; the Cree, Denesuline and Metis peoples. We acknowledge that this place is impacted by the ongoing process of colonialism. We strive to understand and reframe our responsibilities to land and community as we journey towards reconciliation."
- They also have the Treaty 6 and Metis flags at City Hall.
- **Tofield**
- The Arena facility is owned by the Agricultural Society, and at current, does not have a designated plaque. However, Council opens each meeting with acknowledgement by reading aloud the piece below.
*"As we gather here today, we acknowledge we are on Treaty 6 Territory and the Homeland of the Métis. **We pay our respect to the First Nations and Métis ancestors of this place and reaffirm our relationship with one another.**"*

Town of Fox Creek

- The Town of Fox Creek does not have a land acknowledgement, nor do they have any flags.

Town of Barrhead

- Currently, they have nothing in place.

Proposed Land Acknowledgement wording

- The Athabasca Regional Multiplex is located on First Nations Treaty 6 and Treaty 8 traditional territory. We respect and honour all First Nations, Metis and Inuit Peoples connection to these lands, their history, language and culture.

Implementation Strategy

- Administration will create a printout with the Land Acknowledgement on it for any groups, organizations or teams want to utilize before their events.
- Administration will add the Land Acknowledgement to all of our ARMS Board meeting agendas.

Recommendation

- Motion to adopt the Land Acknowledgement wording and implementation strategy as presented.



General Manager – Rhonda Alix



From: Rhonda Alix, General Manager
To: ARMS Board
Date: October 21, 2024
Subject: Auto Renew Membership Discount statistics

Background

- At the September 16, 2024, meeting Administration was asked to bring back the Auto Renew Membership discount information and statistics.

Attachments

- Pre-Authorized Debit (PAD) Agreements

Discussion

- Auto Renew customers receive a 10% discount off their Monthly or Yearly membership.
- Monthly membership requires a minimum 3-month commitment.
- We require 30 days' notice to cancel an Auto Renew membership.

Auto Renew Membership numbers

Yearly

Family - 26

Adult - 9

Child - 0

Senior - 10

Student - 4

Monthly

Family - 3

Adult - 14

Child - 0

Senior - 0

Student - 12

Recommendation

- Motion to accept this information as presented.

A handwritten signature in blue ink, appearing to read 'R Alix'.

General Manager – Rhonda Alix

Pre-Authorized Debit (PAD) Agreement

MONTHLY MEMBERSHIPS

Customer Information *(please print clearly)*

Full Name:	
Mailing Address:	
Email Address:	
City:	Province:
Postal Code:	Telephone No:

Pre-Authorized Debit (PAD) details *(please print clearly)*

Financial Institution:	
Branch Address:	
City:	Province:
Postal Code:	Telephone No.
Bank Number: <i>(3 digits)</i>	Transit Number: <i>(5 digits)</i>
Account Number:	

OR ATTACH A VOID CHEQUE

I authorize the Athabasca Regional Multiplex and Fitness Centre to begin deductions for regular monthly recurring payments in the amount of \$ _____, which is a 10% discount off from the regular student adult senior family monthly membership price.

IF THIS IS FOR A STUDENT, PLEASE PROVIDE THE NAME

I understand there is a minimum 3-month commitment. ← Initial here

Regular monthly payments for the full amount will be debited from my specified account on the 1st of each month starting the month of _____. **This is also my membership start date.**

I agree that the membership fees will automatically increase by a small increment annually as per ARMS Board of Directors.

I agree that I will not be reimbursed if annual maintenance or spontaneous closures of the areas within the multiplex affect my facility use.

I acknowledge that any NSF fees will be my responsibility if payment is declined for any reason.

I will notify the Athabasca Regional Multiplex and Fitness Centre promptly in writing if there are any changes to my banking information.

I may cancel this authorization at any time, subject to providing written notice to the Athabasca Regional Multiplex and Fitness Centre. **This notification must be received at least thirty (30) days before the next debit is scheduled.**

Date

Authorized Signature

Pre-Authorized Debit (PAD) Agreement

YEARLY MEMBERSHIPS

Customer Information *(please print clearly)*

Full Name:	
Mailing Address:	
Email Address:	
City:	Province:
Postal Code:	Telephone No:

Pre-Authorized Debit (PAD) details *(please print clearly)*

Financial Institution:	
Branch Address:	
City:	Province:
Postal Code:	Telephone No.
Bank Number: <i>(3 digits)</i>	Transit Number: <i>(5 digits)</i>
Account Number:	

OR ATTACH A VOID CHEQUE

I authorize the Athabasca Regional Multiplex and Fitness Centre to withdrawal a payment of \$ _____, which is a 10% discount off from the regular price, for a

student	adult	senior	family	yearly membership.	IF THIS IS FOR A STUDENT, PLEASE PROVIDE THE NAME
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This payment will be withdrawn on _____. **This is my membership start date.**

I understand that this is an AUTO RENEW and the yearly membership fee will be withdrawn on my anniversary start date. I may cancel this authorization at any time, subject to providing written notice to the Athabasca Regional Multiplex and Fitness Centre. **This notification must be received at least thirty (30) days before the anniversary date.** Initial here

I agree that the membership fees will automatically increase by a small increment annually as per ARMS Board of Directors.

I agree that I will not be reimbursed if annual maintenance or spontaneous closures of the areas within the multiplex affect my facility use.

I acknowledge that any NSF fees will be my responsibility if payment is declined for any reason.

I will notify the Athabasca Regional Multiplex and Fitness Centre promptly in writing if there are any changes to my banking information.

Date

Authorized Signature