

**Athabasca Regional Multiplex Society 2025
June 16, 2025
Aquatic Centre Alta Gas Lounge**

PRESENT: Directors Ashtin Anderson, Brian Hall, Camille Wallach, Darlene Reimer,
Dave Pacholok, Jon LeMessurier and Natasha Kapitaniuk

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

**MEMBER OF
THE PUBLIC:**

Town of Athabasca CAO Rachel Ramey

**1.0
Call to Order** Chair Anderson called the meeting to order at 9:44 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**

#25-60 Motion by Director Pacholok to approve the June 16, 2025, General Meeting agenda as presented.

Motion Carried Unanimously.

**4.0
Minutes of
Previous
Meeting**

a) Approval of May 27, 2025, General Meeting Minutes

#25-61 Motion by Director Reimer to approve the May 27, 2025, General Meeting minutes as presented.

Motion Carried Unanimously.

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5.0
Financial
Report

a) 2024 Year-end Reserve Contribution Allocation

General Manager Alix presented the December 31, 2024, year-end audit completed by Doyle & Company Chartered Professional Accountants along with the ARMS Reserved Policy for discussion.

#25-62

Motion by Director Hall to direct the Administration to transfer the 2024 year-end net income surplus amount to the Operating Reserve account in accordance with the ARMS Reserve Policy.

Motion Carried Unanimously.

6.0
Manager
Reports

a) General Manager, Facility Manager, Aquatic Supervisor Reports

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

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

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

#25-63

Motion by Director Pacholok to accept the reports as presented.

Motion Carried Unanimously.

7.0
Follow up
Business

a) Strategic Plan Update

Administration submitted revisions to the draft Strategic Plan to RC Strategies, who incorporated the changes, finalized the updated draft, and provided a breakdown of survey results.

#25-64

Motion by Director LeMessurier to adopt the draft Strategic Plan prepared by RC Strategies as amended.

Motion Carried Unanimously.

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Chair Anderson declared at recess at 10:44 a.m.
Meeting reconvened at 10:55 a.m.

Aquatic Supervisor Dylan Zilinski left the meeting at 10:44 a.m. and did not return.

b) Insurance Analysis

Administration conducted a complete insurance analysis as insurance rates increased substantially.

#25-65 Motion by Wallach to cancel the liability insurance currently paid to the Town of Athabasca and request a refund of the 2025 of premiums paid.

Motion Carried Unanimously.

#25-66 Motion by LeMessurier to direct Administration to send a letter confirming the percentage utilized and further to bring back the revised insurance invoice from the Town of Athabasca for review once it has been received.

Motion Carried Unanimously.

Director Natasha Kapitaniuk arrived and resumed her seat at the board table at 11:22 a.m.
Director Hall withdrew from the meeting as a board member and assumed the role of a member of the public.

Chair Anderson declared at recess at 11:23 a.m.
Meeting reconvened at 12:10 p.m.

Director Wallach left the meeting at 12:10 p.m. and did not return.
Director Hall assumed the role of alternate Board member.

c) Soccer Fields Update

Administration presented correspondence between the ARMS Board Chair with Aspen View Public Schools and Aspen View Superintendent regarding the soccer fields. Tim Wolfenberg contacted survey companies to confirm field boundaries and a contractor for upgrade estimates. He will continue coordinating with Aspen View Schools to ensure maintenance is performed as requested.

#25-67 Motion by Director Reimer to accept the information as presented.

Motion Carried Unanimously.

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d) 2025 Capital Budget Update

Administration presented the updated 2025 Capital Budget information previously discussed at the May 27, 2025, ARMS Board meeting.

#25-68

Motion by Director Pacholok to direct Administration to revise the 2025 Capital Budget invoices for ARMS Members to \$105,000.00 each, in accordance with the amended 2025 Capital Budget approved at the May 27, 2025, ARMS Board meeting.

Motion Carried Unanimously.

e) 2025 Operating Budget Update

At the May 27, 2025, ARMS Board Meeting, the Board discussed reallocating certain Capital Expenses to the Operating Budget. Additionally, due to a significant increase in insurance premiums and changes to concession operations, Administration revised the 2025 Operating Budget accordingly.

#25-69

Motion by Director Reimer to approve the proposed amended 2025 Operating Budget as amended and that the \$43,500.00 deficit be funded from the Operating Reserve.

Motion Carried Unanimously.

8.0
New
Business

a) 500-032 Operational and Capital Budgets Policy Update

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.

#25-70

Motion by Director LeMessurier to amend Policy 500-032 Operational and Capital Budgets as amended.

Motion Carried Unanimously.

b) 500-016 Tobacco Product Policy Update

Administration would like to update the Tobacco Product Policy to allow for smudging within the facilities we operate.

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#25-71 Motion by Director Kapitaniuk to direct Administration to make the amendments to Policy 500-16 Tobacco Product Policy as discussed and bring back the Policy after the consultation with local Elders.

Motion Carried.

c) Athabasca Curling Club Lounge Lease Letter

Administration received a letter from the Athabasca Curling Club requesting their lounge lease fees to be waived from May to September 2025.

#25-72 Motion by Director Hall to accept the correspondence from the Athabasca County Club (ACC) requesting their Lounge lease fees be waived from May to September 2025; and further, that Administration respond to ACC advising that ARMS will not be waiving the fees nor terminating the lease agreement.

Motion Carried Unanimously.

#25-73 Motion by Director Hall to direct Administration to come up with a plan to increase the utilization of the Athabasca Regional Multiplex Lounge by September 2025.

Motion Carried Unanimously.

**10.0
In Camera**

- a) Section 27 (1) FOIP Act – Legal
- b) Section 27 (1) FOIP Act – Legal
- c) Section 16 (1) FOIP Act – Business Interest from a Third Party

#25-74 Motion by Director Reimer to go in camera at 12:55 p.m.

Motion Carried Unanimously.

#25-75 Motion by Director Kapitaniuk to come out of camera at 1:10 p.m.

Motion Carried Unanimously.

#25-76 Motion by Director Pacholok to direct Administration to proceed with the purchase of two (2) boilers for the Aquatic Centre, as per the approval letters provided by the Athabasca Regional Multiplex building owners, utilizing funding from the Active Communities Initiative and the approved Capital Budget amounts.

Motion Carried Unanimously.

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#25-77 Motion by Director Hall to direct Administration to make the changes to both Lease Agreements for the Multiplex and Theatre as discussed in closed session and to send the revised Lease Agreements to the Athabasca County and Town of Athabasca Councils for review.

Motion Carried Unanimously.

#25-78 Motion by Director Reimer to table the Bylaw rewrite discussion to the December 2025 ARMS Board Meeting.

Motion Carried Unanimously.

**11.0
Next
Meeting**

Next meeting September 22, 2025.

**12.0
Adjournment**

Meeting adjourned at 1:12 p.m.