

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

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

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 9:35 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**

#25-79 Motion by Director Kapitaniuk to approve the, September 22, 2025, General Meeting agenda with the following deletion:

4) Delegation a) Section 20 (2) ATI Act - Personnel

**Motion Carried Unanimously.**

**5.0  
Minutes of  
Previous  
Meeting**

a) Approval of June 16, 2025, General Meeting Minutes

#25-80 Motion by Director Reimer to approve the June 16, 2025, General Meeting minutes as presented.

**Motion Carried Unanimously.**

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**6.0  
Financial  
Report**

a) Financial Statement

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

#25-81

Motion by Director Balay to accept the financial information as presented.

**Motion Carried Unanimously.**

**7.0  
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.

Director Wallach left the meeting at 10:15 a.m.

#25-82

Motion by Director Pacholok to accept the reports as presented.

**Motion Carried Unanimously.**

Chair Anderson declared a recess at 10:20 a.m.  
Meeting reconvened at 10:35 a.m.

Director Wallach returned to the meeting at 10:35 a.m.

**8.0  
Follow up  
Business**

a) Insurance Analysis Update

Administration completed a complete insurance analysis for the 2025 insurance premiums for ARMS.

#25-83

Motion by Director Reimer for the Board Chair to send a letter to the Town of Athabasca requesting the Athabasca Regional Multiplex Society be listed as an Additional Named Insured on their insurance policy and provide a Certificate of Insurance to the ARMS Board.

**Motion Carried Unanimously.**

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b) Soccer Fields Update

The ARMS Board Chair has not yet received a response from the Aspen View Superintendent regarding the letter sent on May 29, 2025. Administration was previously unaware that two soccer pitches were located on ARMS property north of the EPC track until Aspen View provided an updated site diagram. Since then, both a field survey and a topographical survey have been completed. The results of these surveys will be forwarded to Aspen View. Based on the topographical survey findings, Administration will obtain a quote for the necessary improvements to the soccer pitch. Once the work is completed, ARMS will proceed with drafting a formal agreement with Aspen View Public Schools.

#25-84 Motion by Director Kapitaniuk to direct Administration to file a formal request for all documentation related to the replacement of the soccer fields.

**Motion Carried Unanimously.**

#25-85 Motion by Director Reimer to direct the Board Chair to send a letter to the Aspen View Public Board of Trustees outlining the findings from the boundary and topographical surveys related to soccer pitches, including the items on the Athabasca Regional Multiplex Society's property and the expected work to be completed.

**Motion Carried Unanimously.**

c) 2025 Facility Rates

Administration is proposing no increase to the 2025 Facility Rental Rates, as it is late in the year to implement changes and patrons should be provided with adequate advance notice.

#25-86 Motion by Director Kapitaniuk to approve the 2025 Facility Rental Rates as presented with no increase.

**Motion Carried Unanimously.**

d) 2025 Membership Rates

Administration is proposing no increase to the 2025 Membership Rates, as it is late in the year to implement changes and patrons should be provided with adequate advance notice.

#25-87 Motion by Director Wallach to approve the 2025 Membership Rates as presented with no increase.

**Motion Carried Unanimously.**

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**9.0  
New  
Business**

a) Financial Auditing Services

Administration entered into a contract with Doyle & Company Chartered Professional Accountants to complete the financial year-ends audits for 2022, 2023 and 2024. The firm has expressed interest in entering into renewal negotiations for the two one-year extensions options included in the contract. Administration recommends approving this request.

#25-88

Motion by Director Pacholok to direct Administration to negotiate the two one-year extensions to the contract with Doyle & Company Chartered Professional Accountants for auditing services for the years ending December 31, 2025, and December 31, 2026.

**Motion Carried Unanimously.**

b) ADMHA Block Booking Request

Administration has received a letter from ADMHA requesting a block booking of 925 hours at the same discounted rate they received last season.

#25-89

Motion by Director Balay that the youth arena block booking minimum hours be reduced from 1,000 to 965 hours for the 2025-2026 season.

**Motion Carried Unanimously.**

Facility Manager Tim Wolfenberg left at 11:42 a.m. and returned at 11:44 a.m.

Aquatic Supervisor Dylan Zilinski left at 11:44 a.m. and returned at 11:46 a.m.

c) Lounge Bar Services

The lounge bar has been leased on a yearly basis by the Curling Club for the past two years. The Club has expressed interest in leasing the space again for the 2025-2026 season.

#25-90

Motion by Director Balay to direct Administration to enter into a 6-month lease agreement with the Curling Club from October 1, 2025, to March 31, 2026, negotiating terms for optimal utilization.

**Motion Carried Unanimously.**

Chair Anderson declared a recess at 11:45 a.m.  
Meeting reconvened at 12:30 p.m.

d) Rotary Donation Request

The Rotary Club recently donated water glasses and utensils to ARMS and has additional wine glasses they wish to donate. In return for their donation, they are requesting that a portion of the value of the donated items be credited toward future events. Specifically, they are seeking free Fieldhouse rental for the next two Celebrity Dinners, as well as ongoing use of the wine glasses at no charge for future events.

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- #25-91 Motion by Wallach to direct Administration to accept the Rotary Club's original donation of 42 dozen utensils, and 42 dozen wine glasses, in exchange for:
- Free fieldhouse rental for the next two Celebrity Dinners and
  - Future use of the donated wine and water glasses at no charge for any additional events;
- And that Administration be directed to create a formal agreement to document this arrangement.

**Motion Carried.**

Aquatic Supervisor Dylan Zilinski left the meeting at 12:39 p.m. and returned at 12:41 p.m.

- e) 2026 Organization Chart

The ARMS organization Chart is updated yearly during the Budget process.

- #25-92 Motion by Director Pacholok to approve the 2026 ARMS Organization Chart as presented.

**Motion Carried Unanimously.**

- f) 2026 Capital Budget
- i) Future Capital and Asset Management Plan

Administration presented the 2026 Capital Budget, taking into consideration the Future Capital and Asset Management Plan.

- #25-93 Motion by Director Wallach to approve the 2026 Proposed Capital Budget as presented, with the Members sharing the \$500,000.00 Capital Requisition.

**Motion Carried Unanimously.**

- g) 2026 Operation Budget
- i) Facility Rates
- Facility Rental rates are reviewed yearly by the Board during the Budget process.

- #25-94 Motion by Director Balay to direct Administration to renegotiate the terms of the facility user contract with Aspen View Public Schools as discussed.

**Motion Carried Unanimously.**

Director Balay left the meeting at 1:27 p.m. and returned at 1:29 p.m.

- #25-95 Motion by Director Balay to approve the 2026 Facility Rental Rates as presented with a 3% increase, rounded to the nearest \$1.00, effective April 1, 2026.

**Motion Carried Unanimously.**

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Director Pacholok left the meeting at 1:43 p.m. and returned at 1:48 p.m

ii) Membership Rates

Membership rates are reviewed annually by the Board during the budget process.

#25-96 Motion by Director Wallach to direct Administration to complete a membership survey of all current and previous facility members and table this item until results are available.

**Motion Carried Unanimously.**

Director Kapitaniuk left the meeting at 1:49 p.m. and returned at 1:52 p.m

iii) Advertising Rates

Advertising rates are reviewed annually by the Board during the budget process.

#25-97 Motion by Director Wallach to approve the 2026 Advertising Rates with a 3% increase, rounded to the nearest \$1.00, effective January 1, 2026.

**Motion Carried Unanimously.**

Director Balay left the meeting at 1:57 p.m. and did not return.

Chair Anderson declared at recess at 2:04 p.m.

Director Wallach left the meeting at 2:04 p.m. and directed Director Hall to assume the seat.

Director Hall assumed role of the alternate Board member.

Town of Athabasca CAO left at 2:04 p.m. and did not return.

Aquatic Supervisor Dylan Zilinski left at 2:04 p.m. and did not return.

iv) Operations Budget

Administration presented the 2026 Draft Operating Budget.

#25-98 Motion by Director Kapitaniuk to approve the 2026 DRAFT Operating Budget as presented, with a 2% Cost of Living Adjustment (COLA), with the ARMS Members sharing the total requisition amount of \$2,070,000.00.

**Motion Carried Unanimously.**

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**11.0  
In Camera**

#25-99 Motion by Director Hall to go in camera at 2:28 p.m.

**Motion Carried Unanimously.**

Chair Anderson declared a recess at 2:28 p.m.  
Meeting reconvened at 2:38 p.m.

Director Kapitaniuk left the meeting at 2:29 p.m. and did not return.

Director Wallach returned to the meeting at 2:43 p.m.

Facility Manager Tim Wolfenberg and Administration Supervisor Cheryl Ruthven left the meeting at 2:55 p.m. and returned at 3:23 p.m.

#25-100 Motion by Director Wallach to come out of camera at 3:22 p.m.

**Motion Carried Unanimously.**

a) Section 32 (1) ATI Act – Legal

#25-101 Motion by Director Pacholok to direct the Board Chair and ARMS General Manager to enter into a lease agreement with the Town of Athabasca and Athabasca County for the operation of the Athabasca Regional Multiplex.

**Motion Carried Unanimously.**

b) Section 32 (1) ATI Act – Legal

#25-102 Motion by Director Hall to direct the Board Chair and ARMS General Manager to enter into a lease agreement with the Town of Athabasca for the operation of the Nancy Appleby Theatre.

**Motion Carried Unanimously.**

c) Section 32 (1) ATI Act – Legal

#25-103 Motion by Director Pacholok to accept the information as presented.

**Motion Carried Unanimously.**

d) Section 29(1) ATI Act – Advice from Officials

#25-104 Motion by Director Wallach to direct Administration to proceed with the purchase and installation of two (2) RBI MW Series boilers for the Aquatic Centre, plus the required venting costs, as per the approved 2025 Capital Budget and the remaining balance to be funded from Capital Reserves.

**Motion Carried Unanimously.**

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e) Section 20 (2) ATI Act -Personnel

#25-105

Motion by Director Reimer to acknowledge the completion of the General Manager's performance review.

**Motion Carried Unanimously.**

**12.0  
Next  
Meeting**

Next meeting November 24, 2025.

**13.0  
Adjournment**

Meeting adjourned at 3:26 p.m.

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Board Chair

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General Manager  
Rhonda Alix