

**Athabasca Regional Multiplex Society 2025  
December 2, 2025  
Aquatic Centre Alta Gas Lounge**

**PRESENT:** Directors: Brian Hall, Codie Callihoo, Colleen Powell (alternate), Darlene Reimer, Dave Neufeld, Dave Pacholok, Natasha Kapitaniuk.

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

Town of Athabasca CAO Rachel Ramey

**Call to Order**

General Manager Alix called the meeting to order at 9:31 a.m.

**1.0  
Land  
Acknowledgement**

General Manager Alix 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."

**2. Introductions**

Each member of the Board of Directors and the Administration provided a brief self-introduction.

**3.0  
Approval of  
Agenda**

#25-111 Motion by Director Pacholok to approve the September 22, 2025, General Meeting.

**4.0  
Organizational Meeting**

a) Chair

General Manager Alix called for nominations for Chair.  
Director Hall nominated Director Reimer as Chair.

Director Reimer accepted the nomination.

General Manager Alix made a second and third call for nominations for Chair. As there was no other nominations Director Reimer was elected as Chair of the Athabasca Regional Multiplex Society by acclamation.

b) Vice-Chair

Chair Reimer called for nominations for Vice-Chair.  
Director Pacholok nominated Director Hall.

Director Hall accepted the nomination.

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Chair Reimer made a second and third call for nominations for Vice-Chair. As there was no other nominations Director Hall was elected as Vice-Chair of the Athabasca Regional Multiplex Society by acclamation.

Director Kapitaniuk arrived at the meeting at 9:35 a.m.

c) Secretary-Treasurer

Chair Reimer called for nominations for Secretary-Treasurer.  
Director Hall nominated Director Pacholok.

Director Pacholok accepted the nomination.

Chair Reimer made a second and third call for nominations for Secretary-Treasurer. As there was no other nominations Director Pacholok was elected as Secretary-Treasurer of the Athabasca Regional Multiplex Society by acclamation.

d) Signing Authority

#25-112      Motion by Director Pacholok to remove Brian Hall and add Darlene Reimer as the ARMS Chair for signing authority for all ARMS accounts.

**Motion Carried Unanimously.**

#25-113      Motion by Director Callihoo to remove Darlene Reimer and add Brian Hall as the ARMS Vice-Chair for signing authority for all ARMS accounts.

**Motion Carried Unanimously.**

e) Board Orientation

Administration prepared a detailed Orientation package.

#25-114      Motion by Director Hall for Administration to bring back a briefing note on Ball Diamond 2 & 3 agreement for January's meeting.

**Motion Carried Unanimously.**

f) Board Meeting Dates

Administration would like to set the proposed 2026 meeting dates for planning purposes.

#25-115      Motion by Director Hall to accept the 2026 ARMS Board meeting dates as amended.

**Motion Carried Unanimously.**

#25-116      Motion by Director Hall to have the January 19, 2026, Board Meeting start time at 5:00 p.m.

**Carried.**

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**5.0  
Minutes of  
Previous  
Meeting**

- a) Approval of September 22, 2025, General Meeting Minutes

#25-117 Motion by Director Pacholok to approve the September 22, 2025, General Meeting minutes as presented.

**Motion Carried Unanimously.**

- b) Approval of October 27, 2025, General Meeting Minutes

#25-118 Motion by Director Hall to approve the October 27, 2025, General Meeting minutes as presented.

**Motion Carried Unanimously.**

- c) Posting of Board Minutes

#25-119 Motion by Director Kapitaniuk to direct Administration to post the Board Meeting Minutes to the website only after they have been approved by the ARMS Board of Directors.

**Motion Carried Unanimously.**

**6.0  
Financial  
Report**

- a) Financial Statement

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

#25-120 Motion by Director Callihoo to accept the financial information as presented.

**Motion Carried Unanimously.**

Aquatic Supervisor Dylan Zilinski arrived at the meeting at 10:30 a.m.

**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.

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#25-121      Motion by Director Pacholok to direct Administration to contact the four Advertisers on the curling rinks score boards to consider releasing their advertising rights of their signs.

**Motion Carried Unanimously.**

Chair declared a recess at 11:13 a.m.  
Meeting reconvened at 11:25 a.m.

#25-122      Motion by Director Hall to rescind Motion #24-051.

**Motion Carried Unanimously.**

#25-123      Motion by Director Callihoo to accept the reports as presented.

**Motion Carried Unanimously.**

Aquatic Supervisor Dylan Zilinski left the meeting at 11:42 a.m. and did not return.

**8.0  
Follow up  
Business**

a)   Nancy Appleby Insurance Update

#25-124      Motion by Director Hall to refer this item to the December 15 meeting.

**Motion Carried Unanimously.**

b)   Strategic Plan

The Board adopted the Strategic Plan at the June 16 meeting.

Administration will create an action log for the tactics outlined in the Strategic Plan and provide quarterly updated to the Board.

#25-125      Motion by Director Hall to direct Administration to do an annual presentation to each of the Member Municipalities once the financial statements are complete.

**Motion Carried Unanimously.**

#25-126      Motion by Director Pacholok to accept the information as presented.

**Motion Carried Unanimously.**

c)   Soccer Fields Update

Administration submitted the required documentation to Aspen View on October 8 requesting all information related to the replacement of the soccer fields/pitches. Aspen View has requested a 30-day extension, with a new deadline of December 8.

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#25-127 Motion by Director Kapitaniuk to defer until December 15 meeting.

**Motion Carried Unanimously.**

d) Lounge Bar Update

Administration adjusted the wording in the lease agreement to ensure the Lessee is required to open the lounge during events requested by the Multiplex.  
With a 6-month contract, the multiplex can open the lounge bar for events once the curling club lease has ended and/or market the lounge and lounge bar spaces for rental for adult birthday parties and other events.

#25-128 Motion by Director Neufeld to refer to the Board Workshop for further discussion.

**Motion Carried Unanimously.**

e) Multiplex and Theatre Agreement Update

The agreement between ARMS, the Town of Athabasca and Athabasca County for the operation of the multiplex facility and grounds was finalized in October 2025. The agreement includes a 25-year lease commencing December 31, 2025, to December 31, 2050.

The agreement between ARMS and the Town of Athabasca and Athabasca County for the operation of the Nancy Appleby Theatre was finalized in October 2025. The agreement includes a 25-year lease commencing October 7, 2025, to December 31, 2050.

The completion of these agreements ensures all parties are clear on their responsibilities.

#25-129 Motion by Director Callihoo to accept the information as presented.

**Motion Carried Unanimously.**

f) 2026 Capital Budget

Administration prepared the 2026 proposed capital budget.

#25-130 Motion by Director Callihoo to direct Administration to send a letter to the Town of Athabasca, requesting that they apply for the Alberta Community Partnership Program Asset Management Planning Stream on behalf of the Athabasca Regional Multiplex Society, to fund the completion of an Asset Management Plan for the Multiplex facility.

**Motion Carried Unanimously.**

Chair Reimer declared a recess at 12:26 p.m.  
Meeting reconvened at 12:58 p.m.

**11.0  
In Camera**

#25-131 Motion by Director Kapitaniuk to invite Town of Athabasca CAO Ramey to stay for the In Camera discussions.

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#25-132 Motion by Director Callihoo to go in camera at 12:58 p.m.

**Motion Carried Unanimously.**

General Manager Rhonda Alix, Facility Manager Tim Wolfenberg, Administration Supervisor Cheryl Ruthven and CAO Ramey left the meeting at 1:36 p.m.

General Manager Rhonda Alix, Administration Supervisor Cheryl Ruthven and CAO Ramey returned to the meeting at 1:41 p.m.

#25-133 Motion by Director Neufeld to come out of camera at 1:42 p.m.

**Motion Carried Unanimously.**

Facility Manager Tim Wolfenberg returned to the meeting at 1:43 p.m.

- a) Section 32 (1) ATI Act – Legal
- b) Section 29(1) ATI Act – Advice from Officials

#25-134 Motion by Director Neufeld to direct Administration to follow-up with Aspen View Public Schools regarding the disposition of their solar panels.

**Motion Carried Unanimously.**

- c) Section 20 (2) ATI Act -Personnel

#25-135 Motion by Director Pacholok to increase the General Manager to the next step on their pay grid effective January 1, 2026.

**Motion Carried Unanimously.**

Director Neufeld left the meeting at 2:17 p.m. and did not return.

Director Powell assumed role of the alternate Board member.

**8.0  
Follow up  
Business  
continued**

- g) 2026 Operation Budget
- i) Membership Rates

Administration has developed a membership survey, and the results will be presented at the January Board meeting. At that time, we will also bring forward the proposed 2026 membership rates for discussion. Membership rates are reviewed annually by the Board during the budget process. A 3% increase, rounded to the nearest \$0.25, is being proposed, which is expected to generate approximately \$15,000 in additional revenue for 2026.

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Director Pacholok left the meeting at 2:30 p.m. and returned at 2:32 p.m.

Director Kapitaniuk left the meeting at 2:33 p.m. and returned at 2:36 p.m.

#25-136 Motion by Director Powell to accept the information as presented.

**Motion Carried Unanimously.**

ii) Operations Budget

Administration prepared the 2026 Draft Operating Budget.

Facility Manager Tim Wolfenberg left the meeting at 2:42 p.m. and returned at 2:44 p.m.

#25-137 Motion by Director Kapitaniuk to direct Administration to reach out to the CAO of the Town and County to discuss cash flow concerns regarding funding.

**Motion Carried Unanimously.**

#25-138 Motion by Director Hall to bring Operation's budget back on to the December 15 meeting.

**Motion Carried Unanimously.**

**9.0  
New  
Business**

a) Board Workshop

A Board Workshop creates space for meaningful discussion, team-building, and shared understanding. Members can refine strategies and develop a united approach to decisions, strengthening collaboration and Board effectiveness. The Athabasca Regional Multiplex Board has not held a workshop in the past and introducing one would support stronger alignment and governance.

#25-139 Motion by Director Callihoo to direct Administration to come up with a few potential dates in 2026 for a Board workshop and bring the dates to the December 15 meeting.

**Motion Carried Unanimously.**

**12.0  
Next  
Meeting**

Next meeting December 15, 2025.

**13.0  
Adjournment**

Meeting adjourned at 3:11 p.m.

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Board Chair

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General Manager  
Rhonda Alix