



**WORKING GROUP  
NOVEMBER 9, 2016  
TELECONFERENCE  
MEETING NOTES**

**In Attendance:** Russell Crook, Christine Della Costa, Steven Hove Lam Huynh, Shaffin Kherani, Sheila Kitz, Elena Loukin, Lorin McConnell, Ian Perry, Joel Sanchez, Wyatt Skovron, Mat Steppan and Andre Ulloa

**Notes:** Candace Coombs

**Absent:** James Friesen, Ed Kaemingh, Joline McFarlane, Christina Parkins, Scott Sillers and Jason Tillsley

1. **Welcome**

Russell welcomed those able to attend and called the meeting to order at 1:03 pm.

2. **Adoption of Agenda**

Russell asked if there were any changes to the Agenda. The Agenda was accepted, as presented.

3. **Review/Adoption of Meeting Notes: Teleconference Meeting Notes for September 7 & October 12, 2016 and Workshop Meeting Notes October 12, 2016**

The teleconference Meeting Notes for September 7, 2016 and October 12, 2016 (area with “?” under FCM should say “direct technical assistance”) and workshop Meeting Notes for October 12, 2016 were accepted, as presented.

4. **Workshop Evaluation Recap for October 12, 2016**

This was a very full day. Russell added we should be mindful to leave space for networking opportunities. Joel noted 10 of the 12 completed workshop evaluations showed everyone liked the full schedule. Mat added there was a good cross section of attendees and presentations. Candace mentioned there were a couple of “poor” ratings for the food. The CrossRoads had a spinach salad with the lunch. One of our sponsors had an allergy to spinach. Again there was an issue with having beverages full for coffee breaks and snacks disappearing for after lunch. Candace will speak with Linda at the CrossRoads about these issues again.

**Candace will speak with Linda at the CrossRoads about issues with beverage refills for coffee break, food allergies and snacks for afternoon again.**

## 5. Next Workshop – February 8, 2017

- a. Theme: Utilities?
  - Water
  - Wastewater
  - FCM grant program at \$125 million

Joel could generate a survey of the distribution list using Associated Engineering and work done with Medicine Hat and Red Deer. Russell will contact Bruce Irwin with Associated Engineering. The survey could be sent out in early December, with results back for the January meeting for use at the February 2017 workshop. Joel advised he will talk with Bruce Irwin as well to see if IAMA can use the results from Associated Engineering. Alternatively, Joel will see if Bruce Irwin's presentation is *in the can* already and if Bruce would consider either attending the workshop to present or maybe presenting by Skype at the workshop.

**Joel will speak with Bruce Irwin at Associated Engineering to see if his presentation made to the City of Medicine Hat is something *in the can* already and if Bruce would consider presenting in person or by Skype for the February 2017 workshop.**

- b. Sponsors
  - To be confirmed
- c. Topic Ideas
  - i. Underground Infrastructure

Mat talked about the Alberta Common Ground Alliance (AB 1<sup>st</sup> Call) and perhaps a session on federal legislation to register in-ground infrastructure. Michelle Tetreault, who attended the October 12<sup>th</sup> workshop, may be a good one to speak in general terms on underground infrastructure.
  - ii. FCM & Grant Funding

They are rolling out the program in early 2017 with \$50 million available. There are three levels for funding:

    - Direct technical assistance
    - Association
    - Education/Awareness

Christine Della Costa will speak with Kate Fleming, Director at FCM to see about presenting on the Data Collection element of Asset Management.
  - iii. Alberta Safety Codes Council – National Energy Codes

Mat talked about Alberta's Building Code is changing regarding energy

**Christine Della Costa will speak with Kate Fleming, Director at FCM to see about presenting on the Data Collection element of Asset Management.**

efficiencies and will be in effect November 1, 2016. . As a result, there will be an increase of 30-40% in construction costs. Russell will speak with Paul Holmes to see if there is an opportunity to present on this subject at the February 2017 workshop.

**Russell will speak with Paul Holmes to see if there is an opportunity to present on this subject at the February 2017 workshop.**

**6. Sustainability Discussion**

a. Grant Update

Candace also provided a recap on the Regional Collaboration Grant funds applied for by GFOA through Alberta Municipal Affairs. Working Group members received a copy of this spreadsheet for their information. As of October 12<sup>th</sup>, 2016, there is a balance of unused grants funds still available of \$3,954.28. Once December rolls around, Candace will issue a final invoice for her time for 2016. The amount for November and December work has not been deducted from this total yet.

b. Online Registration Revenue

Candace provided a spreadsheet on the revenue collected for registration at the October 12<sup>th</sup> workshop. Working Group members received a copy of this spreadsheet for their information. Total revenue collected was \$1,470 (charged at \$30/person) less the fee charged through Stripe for the online transactions at \$59.29, providing net revenue for the first workshop at \$1,410.71.

**7. Other**

a. CNAM 2017 Conference: May 15-18, 2017 at Calgary

Russell advised plans are coming together for the conference next May at Calgary. He has enough help now for the Planning Committee.

b. Latest AM News Corner

Elena talked to the working group about the latest AM news and how to include this at the workshop meetings. More will need to be thought out about the news corner for future workshop meetings.

**8. Next Meeting Date**

Next Teleconference: December 7, 2016 from 1:00 pm to 2:00 pm

Next Workshop: February 8, 2017 from 9:00 am to 3:00 pm

First teleconference meeting in 2017: January 4, 2017 from 1:00 pm to 2:00 pm.

**9. Adjournment**

The meeting was adjourned at 2:04 am.