



**WORKING GROUP
OCTOBER 4, 2017
TELECONFERENCE
MEETING NOTES**

In Attendance: Russell Crook, Robert Hayder, Stephen Hove, Elena Loukin, Ian Perry, Bhupesh Sakalley, Joel Sanchez, Wyatt Skovron, Scott Sillers, and Andre Ulloa

Notes: Candace Coombs

Absent: James Friesen, Mark Hussey, Lam Huynh, Ed Kaemingh, Shaffin Kherani, Zimran Khokhar, Sheila Kitz, Duri Lee, Lorin McConnell, Joline McFarlane, Ryan Osterberg, Christina Parkins, Blair Richter and Mat Steppan

1. Welcome

Russell welcomed those able to attend and called the meeting to order at 1:33 pm.

2. Adoption of Agenda

Russell asked if there were any changes to the Agenda. Russell asked to add as b. Retirement under 3. Meeting Notes. The Agenda was accepted, as amended.

3. Review/Adoption of Meeting Notes for Teleconference Meeting

a. September 6, 2017 Meeting Notes

Russell presented the Meeting Notes for September 6, 2017 asked if there were any changes required. Working Group members reviewed the Action Items that arose from the September 6th Meeting Notes. The Meeting Notes for September 6, 2017 were accepted, as presented.

b. Retirement

Russell advised Working Group members that Candace has provided her resignation and will be gone at the end of 2017, the teleconference meeting on December 6th as her last day. Russell went on to say that he has initiated discussion with ConventionALL regarding administration. Joel offered thank you to Candace for all the support she has provided since 2014.

4. Website Update

Andre provided a condensed version of the website hosting and maintenance recommendation report. Working Group members agreed to table this item until the

new administration is in place. Candace added Airdrie Web has been paid to the end of December for website hosting and support.

ACTION ITEM: Website hosting and maintenance will be tabled until the new administration is in place. Notice will need to be provided to Airdrie Web prior to the end of 2017.

5. Next Workshop – October 11, 2017

a. Sponsors

Russell offered gratitude for the confirmed co-sponsors, Alberta Municipal Affairs and City of Airdrie, for the October workshop. Candace added there are 92 confirmed to attend, the largest group so far for an IAMA workshop. The Agenda is in place. There will be a need for volunteers to be sure facilitation and MC duties are covered off while Russell and several others are meeting next door the day of the October workshop to work on incorporation next steps. Bhupesh and Wyatt have volunteered.

b. Agenda

i. Advancing Your Asset Management Programs – 9:15 am to 12:30 pm

ii. Latest AM News Corner – 1:30 pm

Elena will be speaking to the latest MAMP updates from Kate Fleming with FCM and the two collaborative workshops for Communities of Practice held in Edmonton in September and Quebec in October.

iii. TCA Reporting Policy Update

Duri Lee was not in attendance to provide an update on the slide presentation.

ACTION ITEM: Stephen will speak to Duri regarding the updated slide presentation.

6. Future General Workshops

a. Dates for 2018

i. Red Deer – February 7th – Crossroads Church

ii. Edmonton – June 13th at the new City of Edmonton Tower

iii. Calgary – October 10th

1. Confirm location and costs for room, a/v and catering

ACTION ITEM: Duri to confirm costs for the room, a/v and catering for the Calgary workshop on October 10, 2018.

7. Sustainability

a. Update on Next Steps - Incorporation

Russell advised a sub-committee reviewed the proposal from ConventionALL for incorporating. This sub-committee will be meeting with ConventionALL next door to the October 11th workshop to work on details required for incorporation.

Russell went on to say that there have been 22 entities already announced that have been awarded grant funding. IAMA needs to incorporate in order to receive the FCM grant funding awarded for their RFP.

8. Other

There were no items under 'Other' to be discussed at this teleconference meeting.

9. Next Meeting Date

Next Workshop: October 11, 2017 from 8:45 am to 3:00 pm at CrossRoads Church

Teleconference meeting: November 1, 2017 from **1:30 pm to 2:30 pm**

10. Adjournment

The meeting was adjourned at 2:18 pm.