



KNOW BEFORE YOU GO

ARMA International welcomes you to the ARMA Canada Information Conference 2025. To help you prepare, we've put together this quick reference guide so you're ready for a successful event. For even more details, please visit the [ARMA Canada Information Conference 2025 website](#).

Attendee Service Center

The ARMA Canada 2025 Attendee Service Center is your central hub for important conference information—before, during, and after the event.

From this portal, you can:

- View and update your registration details
- Edit your attendee profile
- Download post-event materials such as presentation files and certificates of attendance (when available)

Access the [Attendee Service Center](#) with the credentials contained in your registration confirmation email – this is different from your myARMA login.

Conference Location

[Le Westin Montréal](#)

270 Rue Saint-Antoine O

Montréal, QC H2Y 0A3, Canada

Phone: +1 514-380-3333

[View in Google Maps](#)

Check-in: 3:00 pm

Check-out: 12:00 pm

What to Pack

Attire is business casual for the conference during the day. Please, no jeans, tee shirts, or flip flops. We do recommend you dress in layers as temperatures in meeting rooms can vary. Social events take place in the evening when the weather cools down, so be sure to bring appropriate clothing options such as a jacket or sweater if going offsite after these events. ARMA sponsored social events are all inside.

Don't forget a refillable water bottle and comfortable shoes!

Airport Ground Transportation

Montréal is served by [Montréal-Pierre Elliott Trudeau International Airport \(YUL\)](#), located about 20 km (12 miles) from Le Westin Montréal. Major airlines offer direct flights from cities across North America and beyond.

Participants are responsible for their own travel arrangements.

There are several ground transportation options:

- **Ride Share:** Uber is the rideshare service available at YUL
 - Arrivals: When you arrive at YUL, if you'd like to take an Uber, go to **Door 28** on the arrivals level.
 - Departures: For departures, there is no specific designated area; you can ask your transport service to leave you at the appropriate departure drop-off zone for your destination.
- **Rental Cars:** All car rental counters are open from 7 a.m. to 10 p.m. to meet your needs. You'll find them at level P0 in the multi-level parking lot.
- **Taxis:** To find a taxi, go to **Door 23** on the arrivals level, where a dispatcher will assist you. You do not need to book in advance. All taxi drivers operating at YUL are licensed for this purpose and must comply with its terms and conditions.

Parking Information for Drive-Ins

The Westin Calgary offers the following parking options:

- **On-Site Parking:** \$46 Daily
- **Valet**

Wi-Fi at Official Conference Venues

Complimentary Wi-Fi will be provided in all areas of our conference.

Social Media

Follow us on LinkedIn and use the official ARMA Canada Information Conference 2025 hashtag #ACIC2025. Be sure to engage in daily recap posts.

Registration

On-site Registration

Registration will be in Grande Place on the 8th floor. Beginning Monday, May 12, the Registration Desk will be open for you to check in, pick up your badge and address any questions you may have regarding your stay during the event.

Registration Hours:

Open from:

- Monday, May 12: 3:00pm - 7:00pm
- Tuesday, May 13: 7:30am - 5:00pm
- Wednesday, May 14: 7:30am - 5:00pm
- Thursday, May 15: 7:30am - 12:00pm

Conference Badges

Your name badge is required for admission to all events - **no exception**. Reprint requests will only be granted in cases where a badge is damaged but will be at the discretion of ARMA staff.

Registration Types

Full Conference Registrants Receive:

- Access to all conference education sessions
- Access to the Monday Night Welcome Dessert Reception
- Access to Tuesday & Wednesday Happy Hours
- Access to Keynote and Plenary presentations
- Exhibit Hall entry
- Breakfast and lunch are provided on Tuesday & Wednesday, and breakfast on Thursday
- Pre-approval for CRA, CRM, and IGP credits

Evening Social Guest Pass Registrants Receive:

- Access to the Monday Night Welcome Dessert Reception
- Access to Tuesday & Wednesday Happy Hours

To find information about the guest policy, registration substitutions, and any other registration- related questions, see our [Conference FAQs](#).

Meals

The following meals are provided:

- Tuesday, May 13: Continental Breakfast and Lunch
- Wednesday, May 14: Continental Breakfast and Lunch
- Thursday, May 15: Breakfast

All attendees will be able to enjoy light bites and drinks at the Monday night Welcome Dessert Reception, the Tuesday night Happy Hour and the Wednesday night Happy Hour.

Conference Map

Le Westin Montréal – 8th Floor

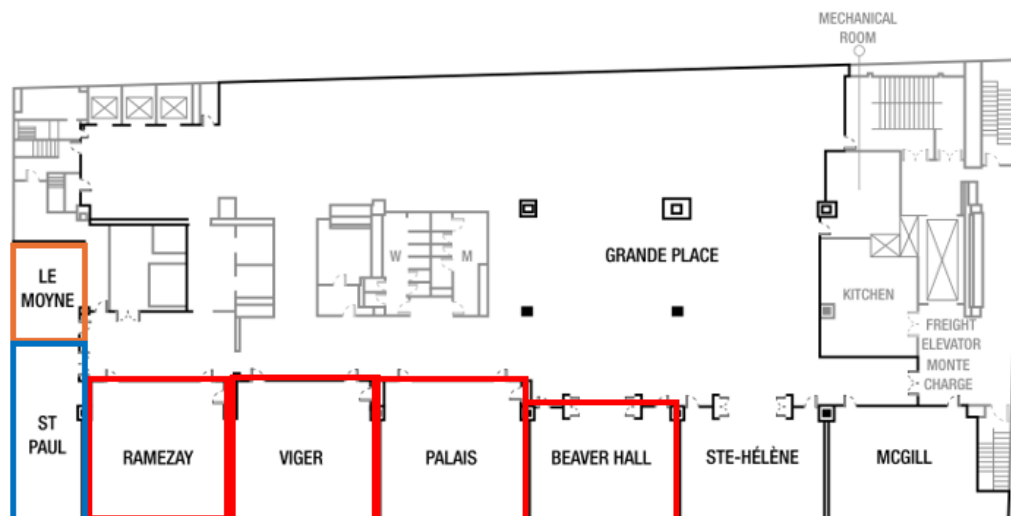
The majority of ARMA Canada Information Conference 2025 programming will take place on the 8th floor of Le Westin Montréal. The central hub of the event is Grande Place, where you'll find registration, exhibits, meals, and access to all education breakout rooms. Be sure to make this your first stop each day – this is where the action is!

Breakout Rooms:

Speaker Lounge: Le Moyne

Education Rooms: Ramezay, Viger, Palais, Beaver Hall

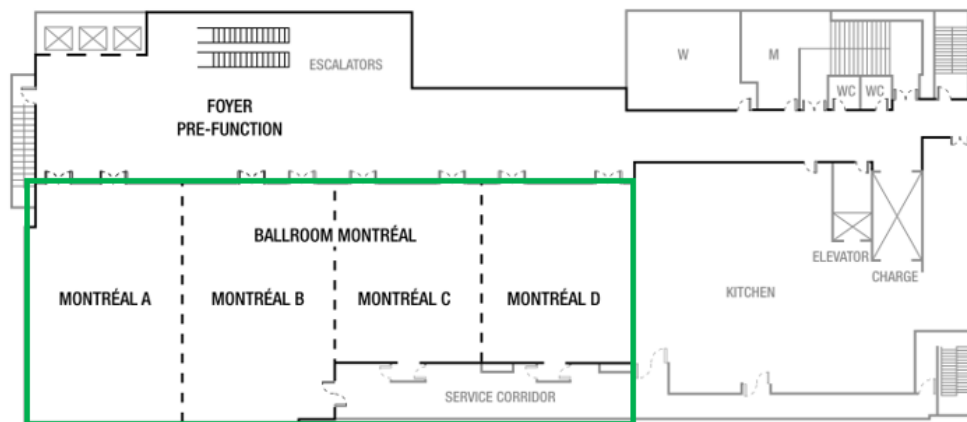
8TH FLOOR



Le Westin Montréal – 11th Floor

Keynotes & Plenary: Montréal Ballroom

11TH FLOOR



Schedule

Plan Your Schedule

Reference the online [ARMA Canada Conference Agenda](#) and plan your schedule in advance.

Helpful Tips

Search sessions by content focus area, IGIM model and speaker.

Certificates of Attendance for CEUs

Certificates of Attendance will be available in the Attendee Service Center after the event. You will receive an email when they are available for download.

New in 2025 – More Opportunities for Collaborative Networking!

Our theme in 2025 is *Meet in Montréal*. *Meet in Montreal* is not just a location, it means focused networking and roundtable discussions designed to spark meaningful connections and foster collaboration. These interactive sessions provide the perfect environment for industry professionals to engage in real-world conversations, exchange insights, and tackle the challenges that matter most. Whether you're looking to share expertise, ask questions, or form new partnerships, these intimate discussions are your chance to build lasting relationships and drive innovation.

Business Partner Neighborhood and Focused Topic Discussions

Tuesday, May 13, 10:15am - 11:30am

Grande Place

Explore Every Booth. Choose Your Conversation.

Take a walk through the Business Partner Neighborhood in the Expo Hall — each partner booth will display a card with their chosen topic of discussion. To participate, you must visit every booth to learn about each topic and gather insights.

Once you've explored them all, return to the business partner whose topic aligns most with your interests and claim a card to secure your seat at their roundtable. Each card represents one seat, and seating is first-come, first-served.

Then, join your selected table for a small group, peer-driven conversation led by the business partner. This is your chance to dig deeper into a topic that matters to you, exchange ideas, and connect meaningfully.

Collaborative Roundtable Discussions

Wednesday, May 14, 2:00pm - 3:00pm

Montreal Ballroom

Breakout roundtable discussions will provide participants with an opportunity to explore the key themes and challenges presented in the preceding plenary session, "The IG Holy Grail: The Challenge of Embedding Information Governance into Corporate Culture." These interactive groups are designed to foster collaborative dialogue, allowing attendees to share insights, address specific hurdles, and brainstorm ideas for effectively integrating information governance into organizational culture. Discussions will be organized by Industry Groups.

Industry Roundtable Breakfast

Thursday, May 15, 8:00am - 9:30am

Grande Place

Conversations That Matter

Pull up a seat at the breakfast table. Our Industry Roundtable Discussions offer a unique opportunity to dive into timely topics with peers who understand your challenges and goals. These open-format, small-group conversations encourage open dialogue, idea sharing, and real-world problem-solving across sectors. Bring your insights, ask questions, and leave with fresh perspectives you can put into action.

Social Networking Events

ARMA Canada Information Conference is more than just a professional gathering - it's a fusion of learning and development. But we're not all work and no play! In addition to offering stellar education, we have planned networking events that are sure to provide enjoyable breaks from the conference hustle while giving you an opportunity to build lasting relationships with peers.

Welcome Dessert Reception

Monday, May 12, 7:00pm - 8:00pm
Grande Place

Sweet Connections Start Here

Kick off the conference with a relaxed evening of indulgence and interaction. Join us for a delightful spread of desserts as you reconnect with colleagues and meet new faces. Whether you're here to network, unwind, or satisfy your sweet tooth, this casual reception sets the perfect tone for the days ahead.

Business Partner Happy Hour

Tuesday, May 13, 5:30pm - 6:30pm
Grande Place

Cheers to New Connections

Celebrate the end of a great day by joining us for happy hour in our Business Partner neighborhood—where connections continue and conversations deepen. Enjoy light bites and beverages as you reconnect with those you met throughout the day and spark new introductions in a relaxed, welcoming atmosphere. It's the perfect Montréal moment to build community, share ideas, and raise a glass together.

Business Partner Happy Hour and Prize Drawing

Tuesday, May 14, 4:15pm - 5:15pm
Grande Place

Cheers and a Chance to Win!

Join us for another evening of great conversations and even greater connections at our second Business Partner Neighborhood Happy Hour. Enjoy drinks and light bites as you mingle with peers and revisit business partner booths.

Stick around for a special prize drawing - you must be present to win! It's the perfect way to wrap up the day with a toast, a chat, and maybe even a big win.

Local Information

Time Zone

Montréal is in the Eastern Time Zone (UTC-05:00)

Weather

May average high: 66 °F / 19 °C

May average low: 48 °F / 9 °C

ARMA International is committed to your health and safety. Please make note of the following local resources:

Hospitals Near Le Westin Montréal

Royal Victoria Hospital (part of McGill University Health Centre - MUHC)

- Distance: Approximately 1.7 km (about a 20-minute walk or 5-minute drive)
- Address: 1001 Décarie Blvd, Montreal, QC H4A 3J1
- Services: General and specialized care, emergency services
- Affiliation: McGill University Faculty of Medicine

Montreal General Hospital

- Distance: Approximately 2.5 km (about a 30-minute walk or 10-minute drive)
- Address: 1650 Cedar Ave, Montreal, QC H3G 1A4
- Services: Comprehensive medical and surgical care, emergency services
- Affiliation: McGill University Health Centre

Jewish General Hospital

Distance: Approximately 6 km (about a 15-minute drive)

Address: 3755 Côte-Sainte-Catherine Rd, Montreal, QC H3T 1E2

Services: General hospital services, emergency care

Affiliation: McGill University Faculty of Medicine

Pharmacies Near Le Westin Montréal

Pharmaprix (Shoppers Drug Mart)

- Distance: Approximately 300 meters (about a 4-minute walk)
- Address: 705 Sainte-Catherine St W, Montreal, QC H3B 4G5
- Services: Prescription medications, over-the-counter drugs, health and beauty products

Familiprix Clinique

- Distance: Approximately 500 meters (about a 6-minute walk)
- Address: 625 René-Lévesque Blvd W, Montreal, QC H3B 1R2
- Services: Pharmacy services, health consultations

PJC Jean Coutu

- Distance: Approximately 600 meters (about a 7-minute walk)
- Address: 800 René-Lévesque Blvd W, Montreal, QC H3B 1X9
- Services: Pharmacy services, health and wellness products

Contact

If you have any questions throughout the conference, please email the ARMA International Conference team at Conference@armaintl.org or visit us at Registration during designated hours.

Thank you - we look forward to welcoming you soon!