



MEETING MINUTES and ACTION ITEMS FOR WENDESDAY, JULY 13, 2016 3:00 PM

This meeting was held at the Centurion Center with the following present.

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| Ken McIntyre (KM) | Darrin Alberty (DA) | Paul Lemire (PL) | Rob Wallace (RW) - A |
| Perry Crozier (PC) | Dennis Colautti (DC) - A | Steve McEachen (SM) | Edson Donnelly (ED) |
| Jim Flegg (JF) | Steve Goodman (SG) | Dave McClure (DM) - A | Jeff Mulcock (JM) - A |
| Stephen Turner (ST) | Dave Meikle (DM) | Russ Perry (RP) - A | Dale Harley (DH) |
| Ray Shannon(RS) | Kevin Kiley (KK) - A | Ezio Vena (EV) | Alison Hogan (AH) |
| Ty Arslan (TA) - A | | | |

MISSION STATEMENT: To promote the role of our industry (road building, aggregate, bridge, sewer and watermain construction firms as well as supporting businesses) in the construction and maintenance of sustainable infrastructure.

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| <p><u>1.0 Executive Report</u></p> <p>1.0.1 Previous Minutes (AH)</p> <p>1.0.2 Treasurer’s Report (RS)</p> <p>1.0.3 Monthly Expenses (RS)</p> <p>1.0.4 Governance</p> <p>1.0.5 Correspondence (AH)</p> | <p>Presentation by Laura D’Ascenzo regarding PSHSA’s help in regard to membership enhancements to the NCHCA website. Future discussions are being held regarding the direction of our website and what we have to offer to our membership.</p> <p>MOTION: It was moved by Steve McEachen, seconded by Darrin Alberty to approve the minutes from the June 8th board meeting. CARRIED</p> <p>RS was not able to provide June’s financial report as computer issues were still pending due to the recent theft of the Associations’ laptop.</p> <p>MOTION: It was moved by Jim Flegg, seconded by Paul Lemire, to approve the expenses as presented for June. CARRIED</p> <p>Reminder that Reports are due to committee chairs 1 wk. prior to monthly bd mtg</p> <p>Action Plan templates have been forward to Committee Chairs: Ken McIntyre, Steve Turner, Jim Flegg and Perry Crozier. The chairs are responsible for revising/updating their respective portfolios for the August meeting.</p> <div style="text-align: center;">  <p>Acrobat Document</p> </div> <p>Monthly correspondences included the following:</p> <ul style="list-style-type: none"> 1.0.5.1. PSHSA 1.0.5.2 Mayor’s Golf Tournament, August 18th, Stonebridge Golf Club 1.0.5.3 Davis Bookkeeping 1.0.5.4 Liaison Minutes, May 27 1.0.5.5 Paid Duty Services |
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| <p>2.0 Government Relations (DH) 2.0.1 Harley Report (DH)</p> <p>2.0.2 Mayor’s Breakfast</p> <p>2.0.3 Liaison Meeting (KM)</p> <p>2.0.4 Media Relations (DH)</p> |  <p>Acrobat Document</p> <p>Cancelled for summer months.</p> <p>June 17 minutes are available for viewing on our website at http://www.nchca.ca/resources/content/d2354.pdf</p> <p>July meeting was cancelled.</p> <p>See Harley House Report above</p> | | | | | | | | | | | | | | | | | | |
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| <p>3.0 Member Support (ST) 3.0.1 Safety/WSIB (WC)</p> | <p>Minutes and Safety Award winners can be found on our website @ http://www.nchca.ca/default/385/US_EN/Safety</p> <p>This Month’s Safety Award winner goes to Karson Asphalt Group. See website for further details; www.nchca.ca</p> <p>Nominations – please forward your name for the following 2016 positions.</p> <ol style="list-style-type: none"> a. Co-Chair – Neil Falls, Chris Keeping (nominated) b. Educational member – Neil Falls c. Newsletter member – Ty Arslan d. Events / recognition member – Andre Brunet <p>Newsletter submissions – We are looking to finalize volunteers for the monthly newsletter to be submitted before month’s end. Below is a table for volunteers.</p> <table border="1" data-bbox="581 1178 1414 1745"> <thead> <tr> <th>Month</th> <th>Member</th> </tr> </thead> <tbody> <tr> <td>May 2016</td> <td>Ty</td> </tr> <tr> <td>June 2016</td> <td>Kurtis</td> </tr> <tr> <td>July 2016</td> <td>Michele</td> </tr> <tr> <td>August 2016</td> <td>Wade</td> </tr> <tr> <td>September 2016</td> <td>Neil</td> </tr> <tr> <td>October 2016</td> <td>Chris K.</td> </tr> <tr> <td>November 2016</td> <td>Nicki / Andre</td> </tr> <tr> <td>December 2016</td> <td>Chris B.</td> </tr> </tbody> </table> | Month | Member | May 2016 | Ty | June 2016 | Kurtis | July 2016 | Michele | August 2016 | Wade | September 2016 | Neil | October 2016 | Chris K. | November 2016 | Nicki / Andre | December 2016 | Chris B. |
| Month | Member | | | | | | | | | | | | | | | | | | |
| May 2016 | Ty | | | | | | | | | | | | | | | | | | |
| June 2016 | Kurtis | | | | | | | | | | | | | | | | | | |
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| August 2016 | Wade | | | | | | | | | | | | | | | | | | |
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| <p>3.0.2 Theft (ST)</p> | <p>Please be advised that the police have recovered several pieces of construction equipment in Gatineau. They were trying to seize excavators a bulldozer and a possible three other vehicles (waiting for results). The police have suggested that these suspects who have not been arrested will very possibly be looking for replacement equipment to ship overseas or elsewhere. Please be vigilant with your equipment and watch for suspicious activity. Remember to take photos of suspicious vehicles on your sites and email to Steve Turner at sturner@storm.ca. We do not have any further info at this time but I will keep the Association informed as the investigation continues.</p> |
| <p>3.0.3 Specifications (SG/DA/EV)</p> <p>VPM (WC)</p> | <p>Specification Subcommittee reports as follows:</p> <p>Underground Subcommittee (Darrin Alberty) Last year, the Underground Subcommittee has raised some concerns and recommendations regarding GC8.02.04.10 "Payment Other Than on a Time and Material Basis" (i.e. interpretations of how mark-ups get applied, breakdown of lump sum quotations etc.). The City did not address the issues at that time but have made this a priority to review this fall. In the meantime, I have scheduled a meeting with Joanne Moore on July 27th to get the ball rolling. The purpose of this preliminary meeting would be to establish what our concerns are and provide some examples. An internal subcommittee meeting will be held in advance of the July 27th meeting as well.</p> <p>Concrete Subcommittee (Ezio Vena) A meeting between the Concrete Subcommittee and the City of Ottawa was held in May. Additional meetings are anticipated over the coming months to discuss the existing concrete specifications.</p> <p>Asphalt and Granular Material Subcommittee (Steve Goodman) A meeting between the Asphalt and Granular Subcommittee and the City of Ottawa was held on June 15th to discuss the application of ERS on low tonnage projects. Given the importance of the issue, members of Senior Management from Karson, Tomlinson, Cavanagh and Coco were also in attendance, as were Senior Representatives from the City of Ottawa.</p> <p>Prior to the meeting, the Subcommittee submitted the results of a literature review of other agencies' practices with respect to acceptance of low tonnages of HMA. This literature review provided strong support for our position and is currently under review by the City. Furthermore, the City indicated that they will be introducing a new guidance document concerning the implementation of ERS for low tonnage and/or non-roadway related HMA projects. Unfortunately, this document is not scheduled for release until September. In the meantime, NCHCA members are encouraged to raise the issue of ERS on low tonnage / non-roadway HMA projects both at the tender stage, as well as after award with the PM.</p> <p>Excess Soil Management (Steve Goodman) No update at this time.</p> <p>Site Alteration By-Law (Steve Goodman) A discussion paper was issued by the City of Ottawa on July 4th and distributed to NCHCA members for review and comment. Comments should be sent to Steve Goodman for consolidation and submission to the City by the August 5th deadline.</p> <p>WC is waiting for feedback from supply branch before rescheduling further meetings. Forward any comments to WC at wclouthier@karson.ca</p> |

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| <p><u>4.0.4 Industry Links</u> 4.0.4.1 OCA (RS)</p> <p>4.0.4.2 CEO (ED)</p> <p>4.0.4.3 OSWCA (JM)</p> <p>4.0.4.4 ORBA (JF)</p> | <p>OCA decided to replace their Summer BBQ with a tail gate party at an upcoming Red Blacks game on August 25th. OCA takes the summer off however the board is meeting in St. Sauveur the second week of August. NCHCA continues to support the OCA raffle by distributing the information to our members and uploading on our website.</p> <p>Nothing to report at this time.</p> <p>Nothing to report at this time.</p> <p>Municipal meetings being held next week.</p> |
| <p><u>5.0 Education/Recruitment (JF)</u> 5.0.1 Education (JF)</p> <p>5.0.2 Bursary (JF)</p> <p>5.0.3 Recruitment (JF)</p> | <p>OHMPA wishes to partner with the NCHCA for our 2017 Education series.</p> <p>Notice has been sent to the membership re: online bursary submission is now available to all members and their employees. A meeting is scheduled for August 10 to select the 4 bursary award winners.</p> <p>Nothing at this time</p> |
| <p><u>6.0 Membership (PC)</u> 6.0.1 Membership Applications</p> <p>6.0.2 Membership Municipalities</p> <p>6.0.3 Communications (AH)</p> | <p>MOTION: It was moved by Steve Turner, second by Darrin Alberty to accept the membership applications of:</p> <ul style="list-style-type: none"> • Eastern Crane Rentals • Cooper Equipment Rentals; CARRIED <p>Governmental memberships are being well received by numerous municipalities/townships. Membership directories will be forward to these public work departments shortly.</p> <p>AH provided board with quote for potential new marketing kit. Further investigation and quotes will be needed at this time.</p> |
| <p><u>7.0 Social Networking (AH)</u></p> | <ul style="list-style-type: none"> • Summer BBQ/Lobster fest, 1299 River Road, July 14 • Manhole Open, GreyHawk GC, Tuesday, August 16 • Fall Dinner Dance, Westin, November 12 |
| <p><u>8.0 Roundtable</u></p> | <p>Fall Retreat costs and dates were discussed re: Glenn House/Smugglers Glenn in September (replacing the December meeting and incorporating the President’s Cup).</p> <p>A meeting with D Rubino will be scheduled to help the Association plan a group trip for the upcoming Con Expo in March, 2017.</p> |
| <p><u>9.0 Adjournment</u></p> | <p>MOTION: It was moved by Perry Crozier, second by Ezio Vena to adjourn the meeting CARRIED</p> <p>Next meeting is Wednesday, August 10, 2016</p> |