



**MEETING MINUTES and ACTION ITEMS FOR WENDESDAY, May 10 2017, 3:00 PM**

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

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

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.

<b>1.0 Executive Report</b>	
1.1 Previous Minutes (AH)	MOTION: It was moved by Steve Turner, seconded by Dave McClure, to approve the minutes from the April 5th Annual General Meeting. CARRIED
1.2 Treasurer's Report (RS)	MOTION: It was moved by Dave McClure, seconded by Dave Meikle to approve the expenses for May. CARRIED  Finances are in good shape at this time. RS suggested that the board consider the possibility of instituting a tiered payment schedule for next year's annual membership fees.
1.3 Executive Committee Report (JF)	AH annual review will be conducted before our June 14 board meeting RP is resigning from the board (letter pending). Not seeking a replacement at this time.  KM is scripting an email to forward to the NCHCA membership regarding Young Professionals (under 10 years' experience). Discussions were held regarding the possibility of joining forces with CEO OCA YPs. KM to spearhead and follow up with both CEO and OCA.  Curtiss Scarlett and Toby Racine are organizing events for the CEO Young Professionals. They will be organizing a social networking event for the end of May or end of June. The event will either be a guided brewery tour in the Ottawa area or possibly reserve a room at a pub to socialize and network.

1.4 Correspondence (AH)	N/A
<b>2.0 Government Relations (DH)</b>	
2.1 Harley Report (DH)	Report was presented (See Link) <a href="..\Dales monthly reports\2017\17-04-Monthly Report.doc">..\Dales monthly reports\2017\17-04-Monthly Report.doc</a>
2.2 Media Relations (DH)	Nothing to report at this time as the website is currently under re-construction and upgrades.
2.3 Mayor's Breakfast	April 27, Guest Speaker: Honourable Catherine McKenna, Minister of Environment and Climate Change; DH attended on behalf of NCHCA  May 4, Mary Deacon, Chair of the Bell Let's Talk mental health initiative; ST of behalf of NCHCA
2.4 Liaison Meeting (JF)	Agenda items for May 19 meeting were discussed and are as follows: <ol style="list-style-type: none"> <li>1) New Excess Soil Regulation</li> <li>2) Roll out of temporary water services</li> <li>3) Quantity Sheets for Upcoming Tenders</li> </ol>
<b>3.0 Member Support (ST)</b>	
3.1 Safety/WSIB (NF)	Minutes are available at the following link: <a href="..\Safety\Safety 2017\Copy of Safety Committe Meeting April 5 2017.xlsx">..\Safety\Safety 2017\Copy of Safety Committe Meeting April 5 2017.xlsx</a>  If any members require Stay Back, Stay Safe truck decals, please contact the Association office or email Steve Turner at <a href="mailto:sturner@storm.ca">sturner@storm.ca</a>  Darcy Dewar of L. Bray Construction was the Safety Award winner for April
3.2 Theft (ST)	Forward photos of any suspicious activity or photos to Steve Turner at <a href="mailto:sturner@storm.ca">sturner@storm.ca</a>  On June 15, the Ottawa Police has asked for a piece of equipment for education and training purposes. ST to provide equipment. Ottawa Police are working diligently and communicating with Gatineau police on numerous investigations.
3.3 Specifications (SG/DA/EV)	DA reported that after a 3 <sup>rd</sup> meeting with the City there has been little head way wrt mark ups. The City is requesting justification for our request. KPMG will provide us with an Industry average to provide to the City.  SG reported that he met with Jo-Anne Moore to review the 2017 spec process. It was determined that the process is working well and that the City likes our Top 10 submissions. However next year we need follow

	<p>through with a couple of champions.</p> <p>Robinsons has been hired by City to review City spec page by page, starting now in May, ending in October (in time for the 2018 spec review process to start over again). SG recommended that members provide him with specs they like and wish to retain. SG to prepare a summary to be forwarded to membership, fyi.</p> <p>Definition of Excess Soils has change. Does not include concrete, aggregate. Salt is not considered contamination any longer. Does not cover emergency work. A lot of self reporting (online).</p>
3.4 Industry Links	<p>3.4.1 OCA (RS)</p> <ul style="list-style-type: none"> <li>○ Noise by Law – OCA reminded the City that construction will slow down if they are unable to work until 9 am on Saturday mornings and it was best to leave the Noise by Law as is.</li> <li>○ Carleton Procurement – questionable tendering practices by Carleton University (0 out of 10 if you have never worked for CU before) a Daryl Boyce issue primarily, unfair practices.</li> <li>○ OCA provide Will MacDonald a letter regarding their feedback on VPM and several recommendations.</li> <li>○ Spring golf tournament is June 13</li> </ul> <p>3.4.2 CEO (ED) - <a href="..\..\CEO\2017\2017_05_10-NCHCA Board Mtg.docx">..\..\CEO\2017\2017_05_10-NCHCA Board Mtg.docx</a></p> <p>3.4.3 OSWCA (JM) – for CCA Certificates contact Danielle Borden at <a href="mailto:Danielle.Borden@oswca.org">Danielle.Borden@oswca.org</a></p> <p>3.4.4 ORBA / OHMPA (JF)</p> <ul style="list-style-type: none"> <li>○ Currently going through staffing transitions</li> </ul> <p>3.4.5 OARS (PC)</p> <ul style="list-style-type: none"> <li>○ Requesting their training schedule</li> </ul>
3.5 VPM Subcommittee (WC)	<p>Meeting schedule for May 15.</p> <p>Feedback was provided by OCA to Will MacDonald. NCHCA will forward similar feedback and concerns regarding the use of VPM to the City as well (JF)</p>
<b>4.0 Education/Recruitment (JF)</b>	
4.1 Bursary (JF)	4 applications to date
4.2 Education (JF)	

4.3 Recruitment (JF)	<ul style="list-style-type: none"> <li>▪ KM informed the board of a 3-tiered system where the government, the educational institution and the employer work together. Pending.</li> </ul>
<b>5.0 Membership (PC)</b>	
5.1 New Members (PC)	<p>MOTION: The approval of the Associate memberships of Multiquip Inc., referred by CRS and OCC and Badger Day Lighting (previously a member; reinstatement) were moved by Steve Turner, seconded by Rob Wallace. CARRIED</p> <p>A termination list was review by the board. Several directors will follow up with a few select members to determine their reasons for leaving the association. It was suggested that we provide an exit interview to acquire more knowledge as to how better to serve our members.</p>
5.2 Communications (AH)	5.3.1 Newsletter Content – Please send to AH
<b>6.0 Social Networking (AH)</b>	
6.1 Pothole Open	Due to the popularity of the Pothole Open, we have secured more tee times at the Marshes GC at \$200/golfer. Dinner will be held at KL.
<b>7.0 Roundtable</b>	
<b>8.0 Adjournment</b>	MOTION to adjourn meeting moved by Steve Turner, seconded by Steve Goodman. CARRIED
	Next meeting is June 14, 2017 at Centurion

## Upcoming Events

Mayor's Breakfast	April 27	Honourable Catherine McKenna
Mayor's Breakfast	May 4	Mary Deacon
Construction Zone Safety	May 15	
Liaison Meeting	May 19	Constellation

## 2017 NCHCA Event Dates

Curling Bonspiel	January 27	Nepean Sportsplex	
Ski Day	March 31	Mont Tremblant	
AGM	April 5	Centurion	
Pothole	May 29	Kanata Lakes GC	
Summer BBQ	July 13	1299 River Road	
Manhole Open	August 14	Eagle Creek GC	
Fall Dinner Dance	November 4	The Brookstreet Hotel	
2017 NCHCA Board Meeting Dates			
3:00 to 5:00 PM	January 11	Centurion Center	
3:00 to 5:00 PM	February 15	Centurion Center	
3:00 to 5:00 PM	March 8	Centurion Center	
3:00 to 5:00 PM	April 5	Centurion Center	AGM
3:00 to 5:00 PM	May 10	Centurion Center	
3:00 to 5:00 PM	June 14	Centurion Center	
3:00 to 5:00 PM	July 12	Centurion Center	
3:00 to 5:00 PM	August 9	Centurion Center	
3:00 to 5:00 PM	September 13	Centurion Center	
3:00 to 5:00 PM	October 11	Centurion Center	
3:00 to 5:00 PM	November 8	Centurion Center	
3:00 to 5:00 PM	December 13	Centurion Center	