

**MEETING MINUTES and ACTION ITEMS FOR WENDESDAY, December 7, 2016 3:00 PM**

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

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

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 Goodman, seconded by Dave McClure, to approve the minutes from the November 9th board meeting. CARRIED
1.2 Treasurer's Report (RS)	<p>MOTION: It was moved by Russ Perry, seconded by Steve Turner to approve the November financial statements and ratify expenses. CARRIED</p> <p>RS presented a 2017 budget forecast. Expenses were review/revise as recommended. Discussed the possibility of added a Tailgate Redblacks event in 2017.</p> <p>Membership fees will remain the same for 2017. No increases.</p> <p>The Association remains in a strong financial position. Expenses slightly under forecasted budget and revenues on track. Forecasting a small profit of under \$10k for 2016.</p>
1.3 Executive Committee Report (KM)	<p>KM to contact all directors to discuss/determine intentions for 2017</p> <p>KM to prepare President's Message for November Newsletter</p>
1.4 Correspondence (AH)	<p>Monthly correspondences included the following:</p> <p>1.4.1 Trend Analysis of 2016 Capital Budget for Heavy Construction - online</p> <p>1.4.2 2016 Trillium Dinner, December 8, Shaw Center, MPP Hon. K. Wynne</p> <p>1.4.3 Project list Nov 2016 to March 2017 - online</p>
<b>2.0 Government Relations (DH)</b>	
2.1 Harley Report (DH)	<p>Report was presented (See Link)</p> <p><a href="..\Dales monthly reports\2016\16-11-Monthly Report.doc">..\Dales monthly reports\2016\16-11-Monthly Report.doc</a></p>
2.2 Media Relations (DH)	<p>See Link above or online at:</p> <p><a href="http://www.nchca.ca/default/526/US_EN/Resource_Centre/Media_Coverage/2016">http://www.nchca.ca/default/526/US_EN/Resource_Centre/Media_Coverage/2016</a></p>

2.3 Mayor's Breakfast	Mayor's Breakfast Series, CANCELLED for December
2.4 Liaison Meeting (KM)	<ul style="list-style-type: none"> <li>▪ November 18th, 8:00 at 100 Constellation, Room 655 W</li> <li>▪ November Minutes</li> <li>▪ <a href="http://www.nchca.ca/resources/content/d2728.pdf">http://www.nchca.ca/resources/content/d2728.pdf</a></li> <li>▪ Agenda items For December 16<sup>th</sup> meeting included the following: <ul style="list-style-type: none"> <li>○ City Auditor's findings - comparison of asphalt pricing with other municipalities -Update on 'List of 12 roads of poor asphalt performance'</li> <li>○ Update from Drinking water services and Waste Water services - ie. Staffing (Org Chart) -3-way co-op opportunity - City/Engineering Firm/Contractor</li> </ul> </li> </ul>
<b>3.0 Member Support (ST)</b>	
3.1 Safety/WSIB (TA)	<ul style="list-style-type: none"> <li>▪ Minutes are available at the following link: <a href="http://www.nchca.ca/default/542/US_EN/Safety/Safety_Minutes">http://www.nchca.ca/default/542/US_EN/Safety/Safety_Minutes</a></li> <li>▪ 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></li> </ul>
3.2 Theft (ST)	<ul style="list-style-type: none"> <li>▪ Forward photos of any suspicious activity or photos to Steve Turner at <a href="mailto:sturner@storm.ca">sturner@storm.ca</a></li> </ul>
3.3 Specifications (SG/DA/EV)	<ul style="list-style-type: none"> <li>▪ Top 10 Spec List is to be provided to City by December 15. All submissions should be forward to SG at <a href="mailto:sgoodman@hceng.ca">sgoodman@hceng.ca</a></li> <li>▪ Spec Review will be held on March 7, 2017. Details to follow.</li> </ul>
3.4 Industry Links	<ul style="list-style-type: none"> <li>▪ 3.4.1 OCA (RS) <ul style="list-style-type: none"> <li>○ November 26, Christmas Gala, KM to attended</li> </ul> </li> <li>▪ 3.4.2 CEO (ED) <ul style="list-style-type: none"> <li>○ ED n/a</li> </ul> </li> <li>▪ 3.4.3 OSWCA (JM) <ul style="list-style-type: none"> <li>○ OSWCA convention will be held in Panama City, FL, 2017</li> <li>○ Excess Soils</li> </ul> </li> <li>▪ 3.4.4 ORBA (JF) <ul style="list-style-type: none"> <li>○ ORBA is requesting joint representation on each other's board in a non-voting capacity</li> <li>○ Representative to be determined</li> </ul> </li> <li>▪ 3.4.5 OHMPA <ul style="list-style-type: none"> <li>○ Amalgamated with ORBA</li> <li>○ KM attended Fall Seminar – seminar was very practical this year. Not as technical.</li> </ul> </li> </ul>
3.5 VPM Subcommittee (WC)	<ul style="list-style-type: none"> <li>▪ Nothing to report.</li> <li>▪ WC provided to the City emails of a threatening nature concerning VPM scoring results.</li> </ul>

<b>4.0 Education/Recruitment (JF)</b>	
4.1 Bursary (JF)	<ul style="list-style-type: none"> <li>▪ Carleton University provided the NCHCA we an Endowment Report</li> <li>▪ Awaiting a soft copy of the report from Carleton U that will be forwarded to the membership FYI</li> </ul>
4.2 Education (JF)	<ul style="list-style-type: none"> <li>▪ Sponsorship opportunities have been uploaded and forward to the membership. Details online</li> <li>▪ January 12, 2017 Heavy Construction Outlook (Centurion Conference &amp; Event Center)</li> <li>▪ February 9, Moving People During Construction (Ben Franklin Place)</li> <li>▪ February 24, Bridging the Gap between Owners, Consultants and Contractors (Ben Franklin Place)</li> <li>▪ March 23, Building Better Infrastructure (Ben Franklin Place)</li> </ul>
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> <li>▪ DH has been involved with the Ottawa Employment Hub to explore further recruitment opportunities</li> </ul>
<b>5.0 Membership (PC)</b>	
5.1 New Members (PC)	MOTION: The Associate membership of RB Truck Center was moved by Stephen Turner, seconded by Rob Wallace. CARRIED
5.2 Communications (AH)	5.3.1 Newsletter Content – Please send to AH
<b>6.0 Social Networking (AH)</b>	
6.1 Curling Bonspiel	<ul style="list-style-type: none"> <li>▪ January 27, Nepean Sportsplex</li> <li>▪ Registration and sponsorships are available online</li> <li>▪</li> </ul>
<b>7.0 Roundtable</b>	
<b>8.0 Adjournment</b>	MOTION to adjourn meeting moved by Ray Shannon, seconded by Steve Goodman. CARRIED
	Next meeting is January 11th, 2016 at Centurion