



**MEETING MINUTES and ACTION ITEMS FOR WENDESDAY, November 9, 2016 3:00 PM**

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

Ken McIntyre (KM)	Darrin Alberty (DA) - A	Paul Lemire (PL) - A	Rob Wallace (RW)
Perry Crozier (PC)	Dennis Colautti (DC)	Steve McEachen (SM)	Edson Donnelly (ED)
Jim Flegg (JF)	Steve Goodman (SG)	Dave McClure (DM)	Jeff Mulcock (JM) - A
Stephen Turner (ST)	Dave Meikle (DM) - A	Russ Perry (RP) - A	Dale Harley (DH)
Ray Shannon (RS)	Kevin Kiley (KK) - A	Ezio Vena (EV)	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)	<p>MOTION: It was moved by Dave McClure, seconded by Rob Wallace, to approve the minutes from the September 12th board meeting. CARRIED</p> <p>MOTION: It was moved by Steve Turner, seconded by Steve McEachen, to approve the minutes from the October 12th board meeting. CARRIED</p>
1.2 Treasurer's Report (RS)	<p>MOTION: It was moved by Steve McEachen, seconded by Jim Flegg to approve the September financial statements and ratify expenses. CARRIED</p> <p>MOTION: It was moved by Dave McClure, seconded by Steve Turner to approve the October financial statements and ratify expenses. CARRIED</p> <p>RS provided a review of the Association current financial position. Currently we maintain a strong financial position. Expenses slightly under forecasted budget and revenues on track.</p> <p>RS to prepare 2017 budget forecast for December's meeting</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 Algonquin College Cooperative Education – fwd by email to membership</p> <p>1.4.2 AED Parliamentary Reception Invitation, October 26 - The purpose was to learn how government programs and budgets affect equipment supply and demand. Also, build relationships with government officials and influence federal policy.</p> <p>The federal infrastructure investment of 120 Billion over 10 years, tax policy on</p>

	<p>accelerated depreciation of capital machinery and electronic logging devices for on highway trucks.</p> <p>1.4.3 Canada-Ontario Job Grant Info Session, October 28</p> <p>1.4.4 CNL Industry Date, November 7, Brookstreet Hotel – fwd by email Canadian Nuclear Laboratories invited local contractors to the Brookstreet Hotel on November 7<sup>th</sup> to learn more about Near Surface Disposal Facility (NSDF). The scope of the project was reviewed as well as the procurement of construction services. The County of Renfrew was also in attendance to support local business and how they may be involved in the project.</p> <p>Decommissioning of 100+ buildings / structures.</p> <p>Build a near surface mound for the disposal of 1,000,000,000 cu/meters of radioactive and low-level waste</p> <p>Implement a capital renewal program, several new/ improved buildings.</p> <p>Timeline: 2017 Procurement of Construction Services 2018/2019 Site prep, construction 2020 Active Commissioning</p> <p>1.4.5 AORS, Association of Ontario Road Superintendents - PC/SG met with President to discuss merits of joining forces. NCHCA was asked to submit an ad for their annual publication, Spotlight magazine.</p> <p>MOTION: It was moved by Perry Crozier, seconded by Steve McEachen to approve the expenditure of \$500 for a half page ad in the AORS annual magazine, Spotlight. CARRIED</p>
<b>2.0 Government Relations (DH)</b>	
2.1 Harley Report (DH)	<p>Report was presented (See Link)</p> <ol style="list-style-type: none"> <li>1. <a href="..\Dales monthly reports\2016\16-19-NCHCA-October 2016.doc">..\Dales monthly reports\2016\16-19-NCHCA-October 2016.doc</a></li> </ol>
2.2 Media Relations (DH)	See Link above
2.3 Mayor's Breakfast	Mayor's Breakfast Series, November 10, General Jonathon Vance – DH, KM and ST to attend
2.4 Liaison Meeting (KM)	<ul style="list-style-type: none"> <li>▪ November 18th, 8:00 at 100 Constellation, Room 655 W</li> <li>▪ September Minutes <a href="..\Ottawa City Liaison Meetings\2016 Meeting minutes\2016 09 16 Meeting Minutes NCHCA.pdf">..\Ottawa City Liaison Meetings\2016 Meeting minutes\2016 09 16 Meeting Minutes NCHCA.pdf</a></li> <li>▪ Agenda items included the following: <ul style="list-style-type: none"> <li>▪ Request for updated tender list for November to March</li> </ul> </li> <li>▪ Project status update for Federal infrastructure funding (water and wastewater)</li> </ul>

	<ul style="list-style-type: none"> <li>▪ Provide NCHCA with Updated Org charts <ul style="list-style-type: none"> <li>○ Infrastructure services department</li> <li>○ Drinking water services department</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="..\Safety\Safety 2016\NCHCA Safety Committee Meeting October 12th, 2016.xlsx">..\Safety\Safety 2016\NCHCA Safety Committee Meeting October 12th, 2016.xlsx</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>▪ Market remains fairly quiet at this time</li> <li>▪ Forward photos of any suspicious activity 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>▪ A kick-off meeting was held with the City on Monday, November 7</li> <li>▪ Top 10 Spec List is to be provided to City again this year.</li> <li>▪ An email is to be forward to membership requesting members to submit any concerns or comments prior to December 15. All submissions should be forward to SG at <a href="mailto:sgoodman@hceng.ca">sgoodman@hceng.ca</a></li> <li>▪ On the asphalt side, we're waiting for a draft final of the new Low Tonnage ERS specification, which should be available this month.</li> <li>▪ On the Concrete side, also met Monday, November 7, awaiting the start of a review that has been pending since last May</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>○ Chairman's Reception, November 2, 400 attendees, \$60,000 raised for Mental Health (ROH)</li> <li>○ Construction Industry Form, November 18</li> <li>○ November 26, Christmas Gala, KM to attend</li> <li>○ VPM advice – to take good notes and appeal your scores!</li> </ul> </li> <li>▪ 3.4.2 CEO (ED) <ul style="list-style-type: none"> <li>○ Nothing to report</li> </ul> </li> <li>▪ 3.4.3 OSWCA (JM) <ul style="list-style-type: none"> <li>○ December 9<sup>th</sup>, KM not able to attend</li> <li>○ OSWCA convention will be held in Panama City, FL, 2017</li> </ul> </li> <li>▪ 3.4.4 ORBA (JF) <ul style="list-style-type: none"> <li>○ Breakfast Meeting, October 26<sup>th</sup> – discussion re how as Associations to help each other was discussed. As an attempt to get more municipal members involved, ORBA wishes to have representation on the NCHCA board as a non-voting member and vice - versa</li> </ul> </li> <li>▪ 3.4.5 OHMPA <ul style="list-style-type: none"> <li>○ To amalgamate with ORBA</li> </ul> </li> </ul>
3.5 VPM Subcommittee (WC)	<ul style="list-style-type: none"> <li>▪ Nothing to report.</li> </ul>
<b>4.0 Education/Recruitment (JF)</b>	

4.1 Bursary (JF)	
4.2 Education (JF)	<ul style="list-style-type: none"> <li>▪ Sponsorship opportunities have been uploaded and forward to the membership</li> <li>▪ Program sponsor – Clean Water Works</li> <li>▪ 1 coffee sponsor – Colliers Project Leaders</li> <li>▪ 1 gold sponsor – Ontario Rental &amp; Supply</li> <li>▪ 1 silver sponsor – IPEX</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><u>5.0 Membership (PC)</u></b>	
5.1 New Members (PC)	<ul style="list-style-type: none"> <li>▪ GHD (Formally Conestoga-Rovers &amp; Associates) will be approved via email. CARRIED</li> </ul>
5.2 Communications (AH)	5.3.1 Newsletter Content – Please send to AH
<b><u>6.0 Social Networking (AH)</u></b>	
6.1 Fall Dinner Dance	<ul style="list-style-type: none"> <li>▪ November 12, Westin Hotel, Christmas Gala</li> <li>▪ Rooms need to be booked by Wednesday, October 19th</li> </ul>
<b><u>7.0 Roundtable</u></b>	
<b><u>8.0 Adjournment</u></b>	MOTION to adjourn meeting moved by Perry Crozier, seconded by Steve Goodman. CARRIED
	Next meeting is December 7th, 2016 at Centurion