

MEETING MINUTES and ACTION ITEMS FOR WENDESDAY, September 12, 2016 3:00 PM

This meeting was held at the Glenn House Resort with the following present.

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

1.0 Executive Report	
1.1 Previous Minutes (AH)	MOTION: It was moved by Russ Perry, seconded by Perry Crozier, to approve the minutes from the August 10th board meeting. CARRIED
1.2 Treasurer's Report (RS)	RS reviewed the August financial report and noted we were in good shape. MOTION: It was moved by Steve McEachen, seconded by Ray Shannon to approve the August financial statements and ratify expenses. CARRIED
1.3 Executive Committee Report (KM)	<ul style="list-style-type: none"> ▪ Action Plans were presented and discussed: <ul style="list-style-type: none"> ○ Executive Committee (Ken McIntyre) ○ Membership (Perry Crozier) ○ Education/Recruitment (Jim Flegg) ○ Government Relations (Dale Harley) ○ Member Support (Stephen Turner) ▪ Revisions and updates are to be forwarded to AH and DH by Friday, September 16 ▪ AH to make revisions to Action Plans
1.4 Correspondence (AH)	<p>Monthly correspondences included the following:</p> <ul style="list-style-type: none"> ▪ 1.4.1 Ontario College of Trades – New Red Seal Endorsement Implementation Date and reduced Trade Equivalency Assessment for HEO trades ▪ 1.4.2 DWS Minutes
2.0 Government Relations (DH)	
2.1 Harley Report (DH)	<p>Report was presented (See Link) ..\Dales monthly reports\2016\16-08-Monthly Report.pdf</p> <p>Dale presented 2 proposals:</p> <ol style="list-style-type: none"> 1. 2017 Education Series ..\Education\education series\2017\2017 Education Series Proposal.doc 2. 2016 Membership Survey ..\Survey\2016\2016 NCHCA Membership Survey Proposal.doc

2.2 Media Relations (DH)	See Link
2.3 Mayor’s Breakfast	September 15, Bruce Linton, Chairman and Chief Executive Officer at Canopy Growth Corporation – DH and KM to attend
2.4 Liaison Meeting (KM)	<ul style="list-style-type: none"> ▪ September 16th, 8:00 at 100 Constellation, Room 655 W ▪ Agenda items included the following: <ul style="list-style-type: none"> ▪ Presentation on Pedestrian Cross Overs by Traffic Section ▪ Train Grade Crossing Regulations and Standards ▪ Variable Message Signs – reminder to lock units ▪ Police Paid Duty Officers update ▪ Drinking water services update ▪ Educational Series update
3.0 Member Support (ST)	
3.1 Safety/WSIB (TA)	<ul style="list-style-type: none"> ▪ Minutes are available at the following link: ..\Safety\Safety 2016\NCHCA Safety Committee Meeting August 10th, 2016.xlsx ▪ Link for the Mock Trial Tickets https://www.eventbrite.ca/e/mock-trial-tickets-25376142726 <p>The Government of Ontario has amended and introduced new regulations under the Occupational Health and Safety Act (OHSA) that will impact all NCHCA members. The changes are effective July 1, 2016.</p> <p>Some of the key items include:</p> <p>1. Construction Projects Regulation (O. Reg. 213/91):</p> <ul style="list-style-type: none"> • No internal combustion engine shall be operated in an excavation or in a building or other enclosed structure unless there is an adequate supply of air for combustion and the exhaust gases and fumes from the engine are adequately discharged directly outside the excavation <i>or</i> there is adequate natural or mechanical ventilation to ensure that exhaust gases and fumes from the engine will not accumulate in the excavation, building or other enclosed structure. • Workers must use gas detection devices when operating internal combustion engines in an excavation, building or other enclosed structure in order to verify an adequate supply of air. <p>2. Control of Exposure to Biological or Chemical Agents Regulation (Regulation 833/90):</p> <ul style="list-style-type: none"> • Regulation will be extended to include construction projects. Employers are required to limit the exposure of workers to certain hazardous biological or chemical agents. • Exposure assessments can be conducted when concentrations are unknown.

	<p>3. Noise (Regulation 381/15):</p> <p>The Ministry has extended noise protection requirements to all Ontario workplaces, including construction projects.</p> <ul style="list-style-type: none"> • Every employer shall ensure that no worker is exposed to a sound level greater than 85 dBA over an 8 hour period. • Where practicable, a clearly visible warning sign must be posted at every approach to an area in the workplace where the sound level, regularly exceeds 85 dBA. • Employers who provide a worker with a hearing protection device must provide adequate training and instruction on that device. • Noise assessments may also be conducted depending on the scope of work. <p>4. Sexual Violence and Harassment Action Plan</p> <p>Effective September 8, 2016, Bill 132, Sexual Violence and Harassment Action Plan sets out new duties for employers to define and understand sexual harassment, consult with the JHSC to develop a harassment program, clearly define reporting requirements, and document annual program reviews.</p> <p>The complete Ministry of Labour Code of Practice to address Workplace Violence and Harassment can be accessed here.</p>
3.2 Theft (ST)	<ul style="list-style-type: none"> ▪ Market remains fairly quiet at this time
3.3 Specifications (SG/DA/EV)	<p>As per your August 12th email, the NCHCA Asphalt and Granular Materials Subcommittee has reviewed the two draft documents concerning the acceptance of low quantities of Hot Mix Asphalt (HMA) on City of Ottawa projects.</p> <p>Overall and in principle, we are pleased with the draft documents and general approach to the issue. In the interest of simplicity for all involved (City, Designers and Contractors), we believe that the “quantity-based approach” is more appropriate than the “application-based” approach. Therefore, we do not recommend the use of a “designer-fill-in” section as this will add project complexity that can be addressed through the quantity-based approach.</p> <p>We have attached a modified version of the specification for your review prior to our next meeting. The modifications are shown using Track Changes.</p> <p>The quantity thresholds of 0 to 35 tonnes, 35 to 100 tonnes, 100 to 1000 tonnes, and 1000+ tonnes (and the respective acceptance criteria) are considered appropriate, with the following exceptions:</p> <ol style="list-style-type: none"> 1. They should apply to premium and/or specialty mixes such as FC1,

	<p>FC2, SMA, etc. The producer does not have more accurate control over premium mixes than “normal” mixes.</p> <p>2. Work represented by Borderline is NOT deemed Rejectable. The thresholds for Borderline are stricter than the current ERS system. There are other alternatives that may be discussed at our next meeting.</p>
3.4 Industry Links	<ul style="list-style-type: none"> ▪ 3.4.1 OCA (RS) <ul style="list-style-type: none"> ○ Commercial construction has had a busy summer due to rise in federal projects ○ Consensus with regards to VPM, is to ask for feedback continually and take good notes! ○ OCA get-away in St-Sauveur was a success ○ Merits of hosting a RB Tail gate were discussed ○ Golf Tournament scheduled for September 13th ▪ 3.4.2 CEO (ED) <ul style="list-style-type: none"> ○ Nothing to report ▪ 3.4.3 OSWCA (JM) <ul style="list-style-type: none"> ○ December 9th, KM to attend ○ OSWCA convention will be held in Panama City, FL, 2017 ▪ 3.4.4 ORBA (JF) <ul style="list-style-type: none"> ○ President’s Tour, October 25, Ottawa ▪ 3.4.5 OHMPA <ul style="list-style-type: none"> ○ Nothing to report
3.5 VPM Subcommittee (WC)	<ul style="list-style-type: none"> ▪ Nothing to report. No change.
4.0 Education/Recruitment (JF)	
4.1 Bursary (JF)	<ul style="list-style-type: none"> ▪ Award winners were presented their bursaries at the Manhole Open at GH
4.2 Education (JF)	<ul style="list-style-type: none"> ▪ Education meeting with the City, September 14
4.3 Recruitment (JF)	<ul style="list-style-type: none"> ▪ JF raised the importance of being more pro-active wrt recruiting people into the heavy construction industry
5.0 Membership (PC)	
5.1 New Members (PC)	<ul style="list-style-type: none"> ▪ Awaiting referrals for GHD (Formally Conestoga-Rovers & Associates) and MCD Contracting
5.2 Manhole Open	<ul style="list-style-type: none"> ▪ Reports returned that attendees were disappointed with food quality. Not worth the \$70 charged. ▪ Next year’s location and date, tbd.
5.3 Communications (AH)	<p>5.3.1 Newsletter Content – Please send to AH</p> <p>5.3.2 Marketing Kit – Perry Recommend to go with MediaForce</p> <p>MOTION: It was moved by Jim Flegg, seconded by Steve McEachen to accept MediaForce proposal. CARRIED</p> <p>5.3 Website revamp to WordPress – Committee to schedule meeting to review MediaForce Website quote</p>
6.0 Social Networking (AH)	
6.1 Fall Dinner Dance	<ul style="list-style-type: none"> ▪ November 12, Westin Hotel, Christmas Gala ▪ Details to be uploaded and forwarded shortly
6.2 Pothole Open	<ul style="list-style-type: none"> ▪ 3 quotes have now been received ▪ To be review and select by October

<u>7.0 Roundtable</u>	
<u>8.0 Adjournment</u>	
	<ul style="list-style-type: none">▪ MOTION: It was moved by Perry Crozier, second by Ezio Vena to adjourn the meeting CARRIED▪ Next meeting is October 12, 2016 at Centurion