



MEETING OF THE NCHCA BOARD

Centurion Conference & Event Center, Ottawa, ON
Executive Boardroom

Wednesday, May 9, 2018 (3:00pm-5:00pm)

APPROVED MINUTES

Board Members & Association Representatives		
Stephen Turner (ST)	Kevin Kiley (KK)	Edson Donnelly (CEO) (ED)
Jim Flegg (JF)	Dave McClure (DMc)	Jeff Mulcock (OSWCA) (JM)
Darrin Alberty (DA)	Joel McIntyre (JL)	Paul Lemire (PL)
Brian Lane (BL)	Ezio Vena (EV)	
Regrets		
Ray Shannon (RS)	Perry Crozier (PC)	John DeKroon (DK)
Steve Goodman (SG)	Steve McEachen (SM)	Dave Meikle (DM)
Leon Switzer (LS)		
Guests		
None.		
Staff		
Alison Hogan (AH)	Kathryn Sutherland (KS)	

	Item
1	Call to order and approval of agenda <i>THAT the agenda be approved, and the President be authorized to modify the order of discussion – moved by DMc, seconded by JF: CARRIED</i>
2	Approval of Minutes (attachment 2) <i>THAT the Minutes of the March 21, 2018 Board meeting be approved – moved by BL, seconded by KK: CARRIED</i>
3	Executive Reports <ul style="list-style-type: none"> (a) President’s Report <ul style="list-style-type: none"> o AGM – discussed feedback on the AGM: business meeting was too long, add

	<p>additional seating as it is hard to eat while standing, ensure no other events on same evening</p> <ul style="list-style-type: none"> ○ AMEX partnership program – meeting with Amex on May 16 to review partnership plan and benefits to the association ○ 145 participants participated in the NCHCA 5-Minute Survey; winner of the iPad was Patrick Dixon of Manulift EMI <p>(b) Treasurer’s Report (attachment 3b) <i>THAT the expenses for March and April 2018 be approved – moved by DMc, seconded by JF: CARRIED</i></p> <p>(c) Executive Director’s Report</p> <ul style="list-style-type: none"> ● Survey results were included in the Board meeting package and reviewed by the Board ● KS to attend OSWCA symposium on recruitment May 10, 2018 ● Discussion as to whether the NCHCA online directory should be public or private with differing views. Consider having the list of members public and the detailed information accessible to members only.
4	<p>City of Ottawa</p> <p>(a) Liaison Meeting March 20, 2018 Notes</p> <ul style="list-style-type: none"> ● vISion training to be provided on June 8 and June 15, with backup dates in July <p>(b) Next Liaison Meeting May 18, 2018</p> <ul style="list-style-type: none"> ● request for agenda items ● discussions of cost implications of proposed excess soil regulations
5	<p>Board Business</p> <p>(a) New member applications for Board approval</p> <ul style="list-style-type: none"> ● Nelligan O’Brien Payne ● McDonald Liquid & Bulk Inc. ● Modu-Loc Fence Rentals ● Arlington Group (AG Risk Management - UCB1 Security) <p><i>THAT Nelligan O’Brien Payne, McDonald Liquid & Bulk Inc., Modu-Loc Fence Rentals and Arlington Group be approved for membership in NCHCA as associate members, moved by KK, seconded by BL: CARRIED</i></p> <p>(b) Social Media Policy</p> <ul style="list-style-type: none"> ● KS working with LS to put structure around our social media activities <p><i>THAT the draft social media policy be approved – moved by DMc, seconded by JF: CARRIED</i></p> <p>(c) Planning</p> <ul style="list-style-type: none"> ● The Board reviewed the current and suggested Mission/Objectives and the Three-Year Business Plan <p><i>THAT the advocacy objective be revised to include both government and private sector owners – moved by JF, seconded by PL: CARRIED</i></p> <p>(d) Correspondence (if any)</p>

	<ul style="list-style-type: none"> • Councillor Brockington’s thank you letter to ST thanking him for the invitation to the AGM <p>(e) Other items (if any) No other items</p>
6	<p>Matters impacting the industry</p> <ul style="list-style-type: none"> • No items raised for discussion.
7	<p>Committee Reports</p> <p>(a) Bursary</p> <ul style="list-style-type: none"> • KS indicated that the Committee is going to review and update the bursary program <p>(b) Education</p> <ul style="list-style-type: none"> • SMc and KS to attend OSWCA synopsis on recruitment on May 10, 2018 <p>(c) Health & Safety – no report</p> <p>(d) Networking</p> <ul style="list-style-type: none"> • 40th Anniversary Golf Tournament – June 26, 2018 • Annual BBQ – date change to Thursday, July 26, 2018 • RedBlacks Game – Friday, October 19, 2018 – date is confirmed <p>(e) Specifications</p> <ul style="list-style-type: none"> • DA reported that initial meetings were held to determine which issues will advance to stage 2 <p>(f) Excess Soils</p> <ul style="list-style-type: none"> • SG reported on the proposed draft regulations for excess soil management. GEMTEC is working on this item and will put together information to inform the Excess Soil Committee discussions. KS will draft submissions for consideration by the Board and then distribute to the members <p>(g) Anti-Theft</p> <ul style="list-style-type: none"> • 90% of thefts are inside jobs • take photos of suspicious activities or damage and forward to ST so that he can inform the Ottawa Police <p>(h) Technology</p> <ul style="list-style-type: none"> • KS reported that the website project is progressing well and is ahead of project timeline, speed of the website has increased, menu layout has been revised, events are on the homepage, etc. <p>(i) VPM – no report</p> <p>(j) vISion</p> <ul style="list-style-type: none"> • training for contractors will take place on June 8 and 15 with backup dates in July <p>(k) Surveys & Mapping</p> <ul style="list-style-type: none"> • DMc reported that the Surveys & Mapping Committee had met with the City of Ottawa to discuss the 5 initiatives.

8	<p>Industry Linkages</p> <ul style="list-style-type: none"> (a) Ottawa Construction Association (b) Consulting Engineers Ontario <ul style="list-style-type: none"> • CEO held their AGM • New chair attended the NCHCA AGM (c) Ontario Sewer and Watermain Construction Association <ul style="list-style-type: none"> • Suggestion that the NCHCA consider a public service event to promote the industry, perhaps environmentally friendly initiative similar to what OSWCA has done in Scarborough Bluffs (d) Ontario Road Builders Association & Ontario Asphalt Pavement Council (e) Association of Ontario Road Supervisors
9	<p>Upcoming events</p> <p>Fall Retreat</p> <ul style="list-style-type: none"> • Directors are asked to notify AH whether they plan to attend • NCHCA will pay for one round of golf, either Sunday or Monday • Sunday golf at 1 pm; dinner at 7 pm • Monday meeting from 9:00am to 12:00pm • Golf on Monday at 1:00
10	<p>Roundtable</p> <ul style="list-style-type: none"> ○ JM suggested that we look at union training courses for unionized employees re pipe fitting, etc. ○ OCPA – Serge, M-Con could instruct non-unionized employees ○ EV raised concerns regarding restricted hours of work. This is also identified in NCHCA’s Three-Year Business Plan. We should let councillors know that this is causing issues for industry ○ DA raised concern regarding the Change Order details on p 28 of VPM document; why is it in this document?
11	<p>Review of action items (if any)</p>
12	<p>Future Meetings to be held at Centurion Center (3:00pm – 5:00pm)</p> <ul style="list-style-type: none"> • June 13, 2018 • July 2018 – no meeting • August 8, 2018
13	<p>Meeting effectiveness</p> <ul style="list-style-type: none"> a) What went well? b) This meeting would have been better if ...BEER
14	<p>Closing</p>