



MEETING OF THE NCHCA BOARD

Centurion Conference & Event Center, Ottawa, ON
Executive Boardroom

Wednesday, October 10, 2018 (3:00pm-5:00pm)

APPROVED MINUTES

Board Members & Association Representatives		
Stephen Turner	John DeKroon	Joel McIntyre
Steve Goodman	Edson Donnelly (CEO)	Dave Meikle
Ray Shannon	Dave McClure	Jeff Mulcock (OSWCA)
Perry Crozier	Steve McEachen	Ezio Vena
Regrets		
Darrin Alberty	Brian Lane	Kevin Kiley
Jim Flegg	Paul Lemire	Leon Switzer
Staff		
Alison Hogan	Kathryn Sutherland	

	Item
1	<p>Call to order and approval of agenda</p> <p><i>MOTION: It was moved by Ray Shannon, seconded by Joel McIntyre, THAT the agenda be approved, and the President be authorized to modify the order of discussion. CARRIED.</i></p>
2	<p>Approval of Minutes</p> <p><i>MOTION: It was moved by Dave McClure, seconded by Dave Meikle, THAT the Minutes of the September 10, 2018, Board meeting be approved. CARRIED.</i></p>
3	<p>Executive Reports</p> <p>(a) President's Report</p> <ul style="list-style-type: none"> • The Fall Retreat at Deerhurst Resort was a success but would have been better if more Board members had been able to attend and the weather had been better. • S. Turner, K. Sutherland and J. Mulcock attended the OSWCA luncheon on September 25, 2018. The luncheon provided an opportunity to discuss issues facing the industry such as restricted hours of work and recruitment.

	<p>(b) Treasurer’s Report</p> <ul style="list-style-type: none"> • Revenue is on track as per our budget although we are short about \$12,000 on membership renewals. About half of this is likely collectible. • Expenses are on track. Office expenses, directors’ meetings and fall retreat are higher than anticipated. • Activity revenue: we are short on BBQ revenue however the golf tournament was a success. • At the end of the year we can expect a small loss for the year but not too bad. We have \$154,000 in the bank and \$100,000 in GICs. <p><i>MOTION: It was moved by Ray Shannon, seconded by Steven McEachen, THAT the expenses for August and September 2018 be approved. CARRIED.</i></p> <p>(c) Executive Director’s Report</p> <p>This report was provided during the roundtable.</p>
4	<p>City of Ottawa</p> <p>(a) Notes from August 17, 2018 Liaison meeting</p> <p>S. Turner reviewed the August Liaison Meeting minutes with the Board.</p> <ul style="list-style-type: none"> • The City is not able to provide a definitive date as to when half loads will come off. • The City is undertaking a strategic review of its road cut permit process. NCHCA will be consulted for input. • Dillon has left the City and is replaced by Kerri-Lynne Moore. • Names of people interested in participating in a review of the RFQ process have been forwarded to the City: B. Ingimundson. W. Clouthier and S. McEachen. • Supply is going to implement a system to notify unsuccessful bidders. • The new City staff list has been posted on NCHCA’s website. <p>(b) Next Liaison Meeting October 19, 2018</p> <ul style="list-style-type: none"> • S. Turner requested that agenda items be forwarded.
5	<p>Board Business</p> <p>(a) New member application</p> <p><i>MOTION: It was moved by Ray Shannon, seconded by Dave Meikle, THAT JD Brule Inc. be approved for membership in NCHCA as an associate member. CARRIED.</i></p> <p>(b) CCPPA request for NCHCA Support</p> <ul style="list-style-type: none"> • More information is required before NCHCA can decide on the CCPPA request for support. <p>ACTION: K. Sutherland to follow up with CCPPA.</p> <p>(c) Technical Training Policy</p> <p><i>MOTION: It was moved by Steve McEachen, seconded by Dave McClure, THAT the Technical Training Policy be approved. CARRIED</i></p>
6	<p>Matters impacting the industry</p>

- WSIB rate premium reductions of up to 38% are proposed for 2019.

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Committee Reports

(a) Nominating

- Four directors are retiring after many years of dedicated service to NCHCA: Ezio Vena, Ray Shannon, Perry Crozier and Kevin Kiley.
- The Nominating Committee has prepared a slate of 4 new directors that will be presented to the Members for approval: Brad Gooderham, Bob Watson, Nick Regalbuto and Chris Lesaux
- D. Meikle inquired as to the status of the request to join the Board sent by Domenico Madonna.

ACTION: K. Sutherland to bring this to the attention of the Nominating Committee for further discussion.

(b) Bursary

- 18 applications were received with good distribution across our membership.
- The recipients have been invited to attend the Fall Dinner Dance to be recognized.
Colin Spence, Cavanagh Construction – President’s Award
Jennifer Bouchard, RWT – Women in Construction Award
Ahmed Lamrani, Forterra – Board of Directors Award

(c) Education

The 2019 Education Series will take place on the following dates:

- Heavy Construction Outlook – January 24, 2019
- Health and safety – February 7, 2019
- Third party claims – February 21, 2019 (consider asking Dan Leduc to participate)
- City spec update – March 7, 2019

(d) Health & Safety – no report.

(e) Networking

- The Fall Dinner Dance will take place on November 3, 2018. S. Turner encouraged early registration and sponsorship.

(f) Specifications

- It appears that the City has decided not to convert its concrete and asphalt specs to OPSS. The review is not yet complete.

(g) Excess Soil – no report.

(h) Anti-theft

- Stolen equipment was recovered on Friday October 5, 2018, including Backhoes, Skidsteers and HoePack and sweeper attachments.

- (i) Technology – no report.
- (j) VPM – Next meeting with the City is scheduled for November 2, 2018.
- (k) vISion
 - K. Sutherland was advised by C. Duclos that 66 OCA and NCHCA individuals have been provided with access to the system however only 21 have logged in so far. Message from C. Duclos is that if we have not received login information, please check with PM.
- (l) Surveys & Mapping
 - Last communication from the City was on July 19, 2018.
ACTION: D. McClure will follow up with the City to confirm status.

8 Industry Linkages

(a) Ottawa Construction Association

Upcoming OCA events include:

- Chairman's Reception - November 1, 2018
- OCA's 68th Christmas Gala - November 24, 2018
- OCA Construction Symposium & Trade Show - February 27, 2019

(b) Consulting Engineers Ontario

New CEO Chapter Executive is:

Position	Name	Comment
Chair	Ryan Matthews (JL Richards)	Left Jacobs, now with JLR
Vice Chair	Sylvain Montminy (Parsons)	
Treasurer	Phil Whelan (McIntosh Perry)	
Secretary	Kevin Alemany (Stantec)	John Krug Retired in May
Director	Vacant	Phil Reeve stepped down
Director	Edson Donnelly (Novatech)	Previously Director
Past Chair	Derek Potvin (Robinson)	Previously Chair
CEO	Bruce Matthews	CEO Centre

Recent Chapter Activities

- CEO Centre has provided input with respect to City Terms and Conditions, as well as, Purchasing By-Law updates.
- VPM Scores/MFIPPA Request – this is not proceeding.
- Chapter engagement is to be stepped up – new member Cunliffe and Associates
- Review of CEO/City/NCHCA Education Series
- Next Chapter Meeting is November 19, 2018, K. Sutherland is invited to attend.
- City contract milestones – gathering input so we can provide suggested milestones to the City which would improve early / regular cash flow on typical projects.
- City Terms & Conditions – City is seeking our input on this matter.

Topics Discussed at the CEO/City Liaison (September 28, 2018)

	<ul style="list-style-type: none"> • Leveraging Merx for second stage RFP and e-procurement • CEO submissions on General Terms and Conditions/Purchasing By-law review. • Update on insurance limits for small firms (when used as sub-consultants). • Update on CEO preparation of acceptable Milestones for project initiation. • Raising RFSO limits beyond \$250,000. <p>(c) Ontario Sewer and Watermain Construction Association</p> <ul style="list-style-type: none"> • OSWCA Luncheon was held on September 25, 2018. • Undergrunder Magazine will be revamped and renamed. • The provincial government is considering revoking Bill 148 (Fair Workplaces, Better Jobs Act, 2017). • The provincial government is considering abolishing the College of Trades. This would result in a savings of \$75M per year. • Taggart Construction will host OSWCA and industry members in its box for a Sens game in March 2019. • On December 7, 2018, OSWCA will host association presidents in Toronto for a meeting during the day and dinner. • The OSWCA Annual Conference will take place February 10–14, 2019, in Jamaica. • Suggestion that NCHCA concentrate on municipal activities and leave federal and provincial activities to OSWCA, ORBA, CCA, etc. The Board agreed with this suggestion. ACTION: remove federal and provincial activities from the NCHCA Business Plan. <p>(d) Ontario Road Builders Association & Ontario Asphalt Pavement Council – no report.</p> <p>(e) Association of Ontario Road Supervisors – no report.</p>
9	<p>Upcoming events</p> <ul style="list-style-type: none"> • The proposed 2019 event dates were reviewed by the Board. • Board members confirmed that they are willing to travel to Cavanagh, Toromont Cat, OCA, and Aecon for Board meetings. Tomlinson may also have space available. • The 2019 BBQ will be held at 1299 River Road if Tomlinson is willing to host again. • Please let NCHCA know if your company would like to host the BBQ in 2020.
10	<p>Roundtable</p> <ul style="list-style-type: none"> • J. McIntyre suggested that NCHCA should continue previous election activities and provide information to members regarding candidate positions on issues that impact industry. • Executive Director’s Report <ul style="list-style-type: none"> ○ The AOP Dashboard and Work Breakdown Structure and approved Sponsorship, Attendance and Advertising Policy were distributed to the Board. ○ A request was received from the City that emergency numbers be current and that contractors monitor their sites after hours. ○ The City has received notice of two recent incidents of cannabis use on the jobsite. ○ At the September Liaison meeting, Linda Carkner gave a presentation on the Strategic Review of the Road Cut Process. The City will provide us with a copy of the presentation. Fairly aggressive timeline so it looks like they would like to have something in place before next spring. KPMG is assisting with the review. ○ Winter concrete: NCHCA wrote to the City to let them know we felt that salting and

	<p>City maintenance programs were affecting the integrity of last concrete and offering to work with them to address this. At liaison they responded that winter concrete is not as big a problem as concrete in general. They feel it is a problem with workmanship and not materials.</p> <p>ACTION: K. Sutherland to consult with E. Vena to convene the concrete committee to address these issues.</p>
11	<p>Future Meetings</p> <ul style="list-style-type: none">• November 14, 2018, Centurion Center (3:00-5:00)• December 19, 2018, Giovannis Restaurant (5:00-6:00)
12	<p>The meeting was closed at 4:45.</p>