



MEETING OF THE NCHCA BOARD

Tamarack Design Centre  
 2515 St. Laurent Boulevard, Training Room, 2nd floor, Ottawa ON

Wednesday, February 19, 2020 (3:00pm-5:00pm)

APPROVED MINUTES

Board Members & Association Representatives		
Darrin Alberty	Jim Flegg	Brad Gooderham
Brian Lane	Paul Lemire	Dave McClure
Steve McEachen	Leon Switzer	Stephen Turner
Bob Watson	Edson Donnelly (CEO)	Jeff Mulcock (OSWCA)
Regrets		
John DeKroon	Dale Downey	Stephen Goodman
Chris Lesaux	Joel McIntyre	Dave Meikle
Nick Regalbuto		
Guests		
Jeff Hitchcock, Ontario One Call	Wade Cloutier	
Staff		
Kathryn Sutherland	Kerri Albright	

Item
<p>Jeff Hitchcock, Training &amp; Education Program Manager, Ontario One Call, gave a presentation to the Board on late locates.</p> <ul style="list-style-type: none"> <li>• One solution may be to hire a dedicated locator .Tomlinson has hired Promark and will back charge the service provider.</li> <li>• Promote the Professional Locate Administrative Program where companies can send their staff for certification to have an in-house locator.</li> <li>• A Compliance Committee, made up of utility staff, considers complaints lodged. A by-law review will take place this year, likely in March. The hope is to have lawyers, judges and arbitrators on the compliance committee instead of utilities. Sharmila Uruthiranandasivam (<a href="mailto:Sharmila.Uruthiranandasivam@ontario.ca">Sharmila.Uruthiranandasivam@ontario.ca</a>) will be in charge of the by-law review.</li> </ul>

	<ul style="list-style-type: none"> <li>• Ian Simpson (<a href="mailto:ISimpson@on1call.com">ISimpson@on1call.com</a>) is the person at Ontario One Call in charge of Compliance.</li> <li>• The Promark VP has been let go. The number of staff in Ottawa is being increased.</li> <li>• Jeff Hitchcock can be contacted at <a href="mailto:JHitchcock@ON1Call.com">JHitchcock@ON1Call.com</a> or 844-257-9490 Ext. 8806.</li> <li>• Josie Trapani (<a href="mailto:jtrapani@promark-telecon.ca">jtrapani@promark-telecon.ca</a>) is the new manager for locate operations for Promark Telecon and Andre Bromfield (<a href="mailto:abromfield@canadianlocators.ca">abromfield@canadianlocators.ca</a>) is Josie's counterpart at CLI.</li> </ul>
1	<p>Call to order and approval of agenda</p> <p><i>MOTION: It was moved by B. Lane, seconded by P. Lemire that the agenda be approved, and the President be authorized to modify the order of discussion. Carried.</i></p>
2	<p>Collusion Clause</p> <p>The Board reaffirmed its commitment to adhere to the Collusion Clause.</p>
3	<p>Approval of Minutes</p> <p><i>MOTION: It was moved by B. Lane, seconded by B. Watson that the Minutes of the January 15, 2020, Board meeting be approved. Carried.</i></p>
4	<p>Executive Reports</p> <p>(a) President's Report</p> <ul style="list-style-type: none"> <li>• Congratulations to J. Mulcock in his new position as president, OSWCA.</li> </ul> <p>(a) Treasurer's Report</p> <p><i>MOTION: It was moved by D. McClure, seconded by P. Lemire that the expenses for January 2020 be approved. Carried.</i></p> <p>Executive Director's Report</p> <p>Ontario Labour Market Partnership Update</p> <ul style="list-style-type: none"> <li>• A draft concept paper was submitted to MOL and a meeting was held to discuss the concept further. Our goal to have a final version completed by March 31, 2020.</li> <li>• MOL suggested we separate into 2 projects and submit 2 separate requests for funding. Project 1 would be research and development of strategies and solutions. Project 2 would be implementation of the strategies and solutions identified in project 1.</li> </ul> <p>Broadband Backup Alarms</p> <ul style="list-style-type: none"> <li>• The City plans to implement a requirement that all equipment doing night work must be equipped with broadband backup alarms.</li> <li>• Based on responses received, our members require 6 months to 5 years to convert to broadband backup alarms.</li> <li>• Cost is about \$450 per unit, there is one local manufacturer.</li> <li>• The City will launch an awareness campaign about the new sound for the public.</li> </ul> <p>ACTION: K. Sutherland to follow up with GOTA.</p> <p>Joint Co-op Program with NCHCA, CEO and the City of Ottawa</p>

	<ul style="list-style-type: none"> <li>• This initiative is underway, and a first meeting has been held with the City and Algonquin College.</li> <li>• The placement will 8 months long and split between NCHCA, CEO and the City.</li> <li>• The next step is for all to create job descriptions.</li> </ul> <p>Lack of Progress of Concrete/Sidewalk Working Group</p> <ul style="list-style-type: none"> <li>• S. Goodman and K. Sutherland met with C. Duclos regarding concerns over lack of progress.</li> <li>• The City plans to issue a technical bulletin in the near future.</li> </ul>
5	<p>City of Ottawa Liaison Meeting Notes January 17, 2020</p> <ul style="list-style-type: none"> <li>• Industry's request that the City consider lifting half loads by area was denied.</li> <li>• The Forecast Tender Listing for January 2020 to July 2020 was included in the Board agenda book.</li> </ul> <p>Next Liaison Meeting: February 21, 2020 Agenda Item Suggestions</p> <ul style="list-style-type: none"> <li>• Clarification on the re-tendering process.</li> <li>• City should ensure realistic budgets.</li> </ul>
6	<p>Board Business New member applications <i>MOTION: It was moved by B. Lane, seconded by S. Turner that A.L. Blair Construction Ltd. and Bradley Contracting be approved for membership in NCHCA as contractor members and THAT Boyd Bros Concrete be approved for membership as an associate member.</i> ACTION: K. Albright to send welcome letters</p>
7	<p>Committee Reports</p> <p>(a) Nominating – J. Flegg will be replaced by N. Bray.</p> <p>(b) Bursary – No report.</p> <p>(c) Education</p> <ul style="list-style-type: none"> <li>• 358 people registered for the Educations Series event, 100 did not attend. Consider a small fee next year.</li> <li>• Parking was an issue but overall, the event was good. Some presentations were too long, we need to ensure engaging speakers.</li> <li>• Consider a difference schedule next year where breakout sessions are not concurrent.</li> </ul> <p>(d) Health &amp; Safety – JR Lesage is no longer with Taggart, M. Richer is the new committee chair.</p> <p>(e) Specifications – No report.</p> <p>(f) Theft Prevention</p> <ul style="list-style-type: none"> <li>• S. Turner checked with the Ottawa Police, and no new thefts have been reported.</li> <li>• We should report all thefts even if under \$5k so we can see if there are any trends.</li> <li>• It was suggested that companies install an app on company phones to help track stolen items.</li> </ul>

	<p>(g) VPM</p> <ul style="list-style-type: none"> <li>• Have moved from 90/10 to 80/20 effective March 1, 2020.</li> <li>• Met with the City for annual VPM meeting in December.</li> <li>• Minor changes on the appeal process, only items appealed by a contractor will be reviewed.</li> <li>• Discussions were had about final scores being delivered several months after substantial completion; the requirement is 20 days.</li> <li>• Schedule Delays –the contractors should not get marked down while waiting for an outside provider, they should have to meet the revised schedule.</li> <li>• Looking for ideas on how we can make things more measurable.</li> <li>• Considering a score for each band / topic was brought up but it was rejected by the board.</li> </ul> <p>(h) Construction Act</p> <ul style="list-style-type: none"> <li>• NCHCA provided comments to the City in December 2019. No response from the City yet.</li> </ul>
8	<p>Industry Linkages</p> <p>Ottawa Construction Association – OCA Symposium is next week, check in at the desk first for your pass. The show is anticipating 1500 to 3000 industry colleagues and students if the strike does not disrupt student transportation.</p> <p>Consulting Engineers Ontario – Nothing more to add</p> <p>Ontario Sewer and Watermain Construction Association – AGM was a great time. Congratulations to the new president J. Mulcock, who mentioned he plans to focus on how to best address and manage Late locates (NCHCA should talk further about what we think should happen) and poaching due to labour shortages.</p> <p>Ontario Road Builders Association &amp; Ontario Asphalt Pavement Council – Great conventions, speakers and Information, C. Duclos gave a great talk about how well the municipality collaborated with the contractors.</p>
9	<p>2020 Events</p> <ul style="list-style-type: none"> <li>• Attachment reviewed with no additional changes.</li> </ul>
10	<p>Upcoming Events</p> <ul style="list-style-type: none"> <li>• OCA Symposium – February 26-27, 2020</li> <li>• AGM – April 14, 2020 – rescheduled to April 14 because of Easter long weekend</li> </ul>
11	<p>Roundtable – no time</p>
12	<p>Future Meetings</p> <ul style="list-style-type: none"> <li>• March 11, 2020, Centurion Conference &amp; Event Center –</li> <li>• April – no Board meeting</li> <li>• April 14, 2020 – AGM, Centurion Conference &amp; Event Center</li> </ul> <p>ACTION - Kerri to request 2:00 start time from Centurion</p>

13	Meeting effectiveness a) What went well? b) This meeting would have been better if ...
14	Closing