



MEETING OF THE NCHCA BOARD

Centurion Conference & Event Center
170 Colonnade Road South, Ottawa, ON

Wednesday, March 11, 2020 (2:00pm-4:00pm)

APPROVED MINUTES

Board Members & Association Representatives		
Stephen Goodman	Leon Switzer	Brad Gooderham
Darrin Alberty	John DeKroon	Dave McClure
Joel McIntyre	Chris Lesaux	Stephen Turner
Bob Watson	Edson Donnelly (CEO)	Jeff Mulcock (OSWCA)
Nick Regalbuto		
Regrets		
Steve McEachen	Dale Downey	Paul Lemire
Brian Lane	Dave Meikle	Jim Flegg
Guests		
Esther Moghadam Health Promotion and Chief Nursing Officer, City of Ottawa	Kira Mandryk Supervisor, Harm Reduction Public Health Unit, City of Ottawa	
Staff		
Kathryn Sutherland	Kerri Albright	

Item
<p>Presentation by Esther Moghadam, Director of Health Promotion and Chief Nursing Officer, and Kira Mandryk, Supervisor, Harm Reduction, Public Health Unit, City of Ottawa</p> <ul style="list-style-type: none"> Promote an open-door policy to employees about alcohol and drug abuse, let staff know you can and want to help. Contact Mark Barnes, Pharmacist & Owner of Respect RX Pharmacy for information about drug and alcohol abuse, Naloxone and possibly a Lunch & Learn mbarnes@respectrx.ca. Ottawa was notified of its first known case of Coronavirus on March 11, 2020.

	<ul style="list-style-type: none"> Information from the Ottawa Public Health Unit is available here: https://www.ottawapublichealth.ca/en/public-health-topics/pandemic-preparedness.aspx
1	<p>Call to order and approval of agenda</p> <p><i>MOTION: It was moved by C. Lesaux, seconded by J. McIntyre 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 D. McClure, seconded by S. Goodman that the Minutes of the February 19, 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"> Thank you to J. McIntyre, S. Turner, K. Sutherland, K. Albright and S. Goodman for staffing NCHCA’s booth at the OCA Symposium. 800 people attended over 2 days lower than the 1,500 to 2,000 expected due to poor weather and student bus cancellations. The show was split into 2 parts, company booths on one side and trade exhibits and demonstrations on the other. The demo’s and simulators were well received however NCHCA did not see many students at its booth. Suggest integrating the booths and the trade exhibits and demonstrations in 2021. NCHCA sponsored the “Closeout to a Construction Project” presentation. S. Goodman introduced the speaker and confirmed that there was full attendance at the presentation. NCHCA’s presence at the event was beneficial to touch base with existing members and promote the association to potential new members. <p>b) Treasurer’s Report</p> <ul style="list-style-type: none"> The insurance expense will be adjusted. We were overcharged in 2019. Increased professional fees. Concern was expressed as to whether COVID-19 will affect our event registrations and sponsorship. We budgeted that the AGM would contribute \$20,000 to 2020 revenue. <p><i>MOTION: It was moved by L. Switzer, seconded by J. DeKroon that the expenses for February 2020 be approved. Carried.</i></p> <p><i>MOTION: It was moved by S. Turner, seconded by B. Watson that the budget for 2020 be approved. Carried.</i></p> <p>c) Executive Director’s Report</p> <ul style="list-style-type: none"> NCHCA completed a membership drive mailout to potential new members that are either former members, listed on City of Ottawa bid results, municipalities and Ottawa home builders.

	<ul style="list-style-type: none"> • Next steps will be to promote NCHCA in other locations such as Cornwall, Pembroke, Petawawa where there are no construction associations. Consider recruiting companies that are not already represented in our membership. • NCHCA's 3 - year plan has been circulated by e-mail for board feedback. • Directory is in the final phase of development; we expect a draft this week. • K. Sutherland is meeting with the Greater Ottawa Trucking Association regarding Back Up Alarms. • The Ontario Labour Market Concept Paper has been updated and will be submitted soon • A student Co-Op position plan is underway in partnership with OCA/ City/NCHCA.
5	<p>City of Ottawa</p> <p>a) Liaison Meeting Notes from the February 21, 2020 meeting and Forecast Tender List were distributed at the meeting.</p> <p>b) Next Liaison Meeting is March 20, 2020</p> <ul style="list-style-type: none"> • Request for agenda items
6	<p>Board Business</p> <p>a) New member applications</p> <p><i>MOTION: It was moved by S. Turner, seconded by D. McClure that GPS to GO Ltd., Harris Rebar, Nesbitt Training, Ruckify Inc. and Surgenor National Leasing be approved for membership in NCHCA as associate members.</i></p> <p><i>ACTION: K. Albright to send welcome letters</i></p> <p>b) Backup Alarms</p> <ul style="list-style-type: none"> • D. McClure confirmed that back up alarms on CAT equipment have a connection that can easily be disconnected, and the new broadband beeper can be installed. This would not affect the safety or warranty on CAT equipment. • Recommendation that companies buy the backup alarms manufactured for their equipment. • The concern is that companies may have employees who are not qualified mechanics in this area disconnect the existing alarm to replace it with the broadband alarm. <p><i>ACTION: Confirm City requirements</i></p> <ul style="list-style-type: none"> • Decibels required by the City • Some equipment may need 2 backup alarms. Confirm with the City as it is contrary to Mining Regulations
7	<p>Committee Reports</p> <p>a) Nominating</p> <ul style="list-style-type: none"> • The Nominating Committee confirmed that NCHCA has good representation from all sectors in accordance with NCHCA's Nominating Policy. • The size of the board (currently 16) is appropriate. • Kyle Peori, Steve Montcalm and Jonathan Paradis have put their names forward to join the Board however no spots are available this year. • The current board plus N. Bray and D. Downing will be put forward for approval at the

	<p>AGM.</p> <ul style="list-style-type: none"> • Paul Lemire has agreed to assume the Treasurer position. <p>b) Bursary – no report</p> <p>c) Education – no report</p> <p>d) Excess Soil</p> <ul style="list-style-type: none"> • An Overview presentation and Annotated Regulation were forwarded to the Board by email. <p>e) Health & Safety- no report</p> <p>f) Specifications – Sidewalk Task Force Update</p> <ul style="list-style-type: none"> • S. Goodman and K. Sutherland met with C. Duclos regarding the lack of progress of the Sidewalk Task Force. • S. Goodman suggested opening up the slump, using pictures that show what is and is not acceptable, a pay reduction option for “medium” sidewalks and that a sidewalk mix be created. • A full spec review will take place 2021. • City staff has taken ACI flatwork training. <p>g) Theft Prevention – no report</p> <p>h) VPM – 3 recent jobs have been overturned by VPM which is now 80 / 20.</p> <p>i) Construction Act - Comments have been submitted to the City, we are awaiting response.</p>
8	<p>Industry Linkages</p> <p>a) Ottawa Construction Association – no update</p> <p>b) Consulting Engineers Ontario – no update</p> <p>c) Ontario Sewer and Watermain Construction Association –</p> <ul style="list-style-type: none"> • Giovanni Cautillo is no longer with OSWCA. Patrick McManus is the Interim Executive Director. • OSWCA and the GTSWCA are in a lawsuit with Ontario One Call. If your company has information regarding its late locates please send to K. Sutherland. <p>d) ORBA & Ontario Asphalt Pavement Council – No report</p> <p>ACTION:</p> <ul style="list-style-type: none"> • Ask S. McEachen to provide updates from ORBA and OAPC at future meetings. • NCHCA to request that members share late locate tracking information.
9	<p>Upcoming Events</p> <p>AGM – June 4, 2020, Centurion Conference & Event Center</p> <p>Golf Tournament – June 16, GreyHawk Golf Club</p> <p>Consider new events such as Kingston’s Maritimers’ Night or an elimination draw where the last 3 people drawn win the pot.</p>
10	<p>Roundtable</p>
11	<p>Future Meetings</p> <ul style="list-style-type: none"> • May 13, 2020 – Toromont Cat • June 4, 2020 – AGM, Centurion

	<ul style="list-style-type: none">• June 10, 2020 – Taggart (Tamarack Design Centre)• July – no Board meeting
12	Meeting effectiveness <ul style="list-style-type: none">a) What went well?b) This meeting would have been better if ...
13	Closing