



MEETING OF THE NCHCA BOARD

Wednesday, October 14, 2020 (3:00pm-5:00pm)

Microsoft Teams Meeting

MINUTES

| Board Members & Association Representatives | | |
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| Darrin Alberty | Brad Gooderham | Dave Meikle |
| Nick Bray | Stephen Goodman | Jeff Mulcock (OSWCA) |
| John DeKroon | Paul Lemire | Nick Regalbuto |
| Edson Donnelly (CEO) | Chris Lesaux | Stephen Turner |
| Dale Downey | Dave McClure | Bob Watson |
| Regrets | | |
| Brian Lane | Steve McEachen | Leon Switzer |
| Guests | | |
| Michelle Richer, H&S Committee | | |
| Staff | | |
| Kathryn Sutherland | Kerri Albright | |

| | Item |
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| 1 | Call to order and approval of agenda <i>MOTION: It was moved by S. Goodman, seconded by B. Watson that the agenda be approved, and the Chair be authorized to modify the order of discussion. Carried.</i> |
| 2 | Collusion Clause The Board reaffirmed its commitment to adhere to the Collusion Clause. |
| 3 | Approval of Minutes <i>MOTION: It was moved by C. Lesaux, seconded by B. Watson that the Minutes of the August 12, 2020, Board meeting be approved. Carried.</i> |
| 4 | Executive Reports |

(a) President's Report

- NCHCA's golf tournament in September was a success with over 300 people in attendance.
- NCHCA's virtual AGM went off smoothly, with about 40 members in attendance. All required business was conducted: approval of 2020-21 Board of Directors, appointment of 2020 Auditors and acceptance of 2019 audited financial statements.
- D. Albery attended a series of meetings in anticipation of the City's 2021 Spec update, including the Asphalt Spec Committee, Sewer & Watermain Committee and Excess Soil Committee meetings.
- We anticipate that Board meetings will be held virtually for the rest of 2020.

(b) Treasurer's Report

This report refers to the revised COVID-19 budget that was approved at the May Board meeting.

With regards to revenue:

- Our revised budget anticipated a 20% drop in membership. As of the end of September, we received \$154,979.15 in renewals, higher than the \$127,020 anticipated by our revised budget.
- We have earned \$1,902 in interest on our GICs.
- Wage Subsidy in the amount of \$2,755 has been received.
- The golf tournament generated approximately \$40,000 in revenue.
- In September we received the first tranche of funding for the Recruitment Project in the amount of \$62,400.

With regards to expenses, we have taken out all expenses that are not critical to the operation of the association.

- Board & Committee Expenses – cancelled the fall retreat, July and December dinner, past presidents' luncheons
- Cancelled the 2020 Bursary Program

At the end of September, we were looking at a net of \$17,500.

Approval of September 2020 Expenses

MOTION: It was moved by D. Mickle, seconded by C. Lesaux that the expenses for September 2020 be approved. Carried.

Approval of Increase in Membership Dues

- Considering that NCHCA has operated at a deficit for the last 3 years and that event revenue will be down in 2021, the Executive proposed that membership dues be increased from \$725 to \$825 which would result in an additional \$24,000 in revenue if membership numbers remain the same.
- For comparison, OCA's fees in 2021 will be \$1,025 plus an initiation fee of \$150 = \$1175.

MOTION: It was moved by J. DeKroon and seconded by D. Meikle that membership dues be increased from \$725 to \$825 + hst. Carried.

(c) Executive Director's Report

Recruitment and Retention Project

- NCHCA has engaged REOS Partners to design the social change and workshop portions of the project. The first tranche of funding, \$64, 200, has been received from MOL.

Impact of the City's Economic Recovery Plan on 2020 Infrastructure Projects and 2020 Budget

- The City anticipates a \$182 million deficit in 2020. As municipalities cannot operate at a deficit, it has cancelled or deferred 33 projects (\$77 million) which were scheduled for 2020.
- The City may defer 2021 projects and will re-evaluate projects for 2022 when they have a better understanding of the impact of the pandemic.

Stimulus Funding

- The City has 560 projects ready to put forward should stimulus funding be received, however there is no word on funding timelines.
- The list of 560 projects has not been shared by the City.

5 City of Ottawa

(a) IS Process for Entering Private Buildings (attachment 5a)

ACTION: NCHCA to confirm this process has not changed since recent provincial government decision to impose further restrictions.

(b) City of Ottawa 2021 Budget Consultations

- October and November – virtual consultations
- November 4 – draft budget to Council for discussion
- December 9 – draft budget to Council for approval

J. Mulcock confirmed that OSWCA has hired professional lobbyists who are representing construction industry interests provincially and federally. It was confirmed that NCHCA should focus its efforts on lobbying at a municipal level.

ACTION:

- K. Sutherland to draft and send letters to councillors re: importance of construction jobs and the economy.
- K. Sutherland and D. Alberty to attend budget consultations.
- NCHCA to advise Board members of consultation dates and encourage attendance.

(c) Liaison Meeting Notes September 18, 2020 – notes were reviewed by the Board.

(d) Forecasted Tender Listing October 2, 2020 was included in the agenda book for information.

(e) Deferred Capital Projects

K. Sutherland met with C. Duclos who indicated that, in her view, the project that were being deferred will have no impact on our members as they were already deferred to 2021 or later.

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| | <p>(f) Next Liaison Meeting: October 16, 2020: request for Liaison agenda items</p> <ul style="list-style-type: none"> • Use of hydrant extensions • Update on stimulus funding • Pre-construction inspections • Road cut permits <p>Regarding road cut permits, R. McLaughlin confirmed that the City has 3 full time people working on road cut permits and they are currently training additional staff. Cost of road cut permits may increase to fund the additional staff.</p> |
| 6 | <p>New Member Applications</p> <p><i>MOTION: It was moved by S. Turner and seconded by D. McClure that Stantec Consulting and MacEwen Petroleum Products be approved for membership as associate members. Carried.</i></p> <p>NCHCA has welcomed 16 new members in 2020.</p> |
| 7 | <p>Committee Reports</p> <p>(a) Nominating – no report.</p> <p>(b) Bursary – no report.</p> <p>(c) Education – C. Lesaux reported that NCHCA does not anticipate that it will be able to hold a large in-person meeting in January 2021 for the Education Series. NCHCA has reached out to the City to set up an initial meeting to discuss the 2021 event.</p> <p>(d) Excess Soil – the Excess Soil Committee created a bulletin to inform members and plans to create a series of bulletins directed toward different areas of expertise. Next meeting is scheduled for October 23, 2020.</p> <p>(e) Health & Safety –M. Richer offered an update and confirmed that, as a result of COVID-19:</p> <ul style="list-style-type: none"> • New standards have been implemented regarding site hygiene. Companies have a good understanding of requirements such as PPE and washrooms. • We have seen an increase in MOL site audits due to COVID. • Payment deferrals and training extensions have been implemented in some cases. • New MOL inspectors have been added, primarily due to LRT. <p>(f) Specifications</p> <p>(i) 2020 Spec Update</p> <ul style="list-style-type: none"> • The first kick-off meeting is scheduled for October 22, 2020. We were recently advised of an October 19, 2020, deadline to submit spec issues. Our request for extension was denied. • Committees are currently pulling together lists for submission. <p>ACTION: NCHCA to submit spec issue list to the City by October 29, 2020.</p> <p>(ii) Asphalt – K. Sutherland and Asphalt committee to meet this week to discuss 4 to 5</p> |

issues which have been identified for the spec update. S. Goodman mentioned that high production granular projects have found a discrepancy in the spec. Also, to be added as spec issue.

(iii) Concrete – the sidewalk task force is planning to discuss flatwork certification, ACI has developed a program they would like to implement. E-blast from Concrete Ontario identified slag and cement powder shortage in Eastern Canada. Ottawa has not seen to many real impacts as of yet.

(iv) Sewer & Watermain – two meetings have been held to develop an initial list of items to be included in the spec review.

(g) Theft Prevention – No report.

(h) VPM – No report. J. Mulcock reported that a CA on one of Taggart's jobs has indicated that he will no longer recognize daily reports or be responsible for them.

(i) Construction Act – no report.

8 Update on Events

(a) AGM Debrief & Lessons Learned

- A survey was sent to all members, those who did not attend the AGM noted they were not available. Those who did attend noted our virtual AGM went well overall, online voting was the only real concern identified.
- Approximately 40 people attended the virtual AGM.

(b) Golf Tournament Debrief & Lessons Learned

- Survey results indicated that most attended to spend time with colleagues and for business development. Many liked the patio meal over a formal meal, several enjoyed the staggered tee times although shotgun is still preferred. On course food and drink stations received staggered reviews based on the quality of the food. Some felt the steak meal was not necessary.
- J. Mulcock felt several in the bar area had masks off and did not adhere to safety protocols.
- Registration: \$62,640
- Sponsorship: \$46,000
- Expenses: \$66,623.32
- Net: \$42,016.68

a) 2020 Fall Dinner Dance

A motion to cancel the 2020 Fall Dinner Dance was approved by e-mail vote on September 9, 2020.

b) 2021 Events

- Virtual AGM in April 2021: we anticipate that a virtual AGM will be necessary again next year but will hold off making a decision until we see how 2021 unfolds.
- Two golf tournaments: the Executive proposes that NCHCA host a June 15 (Greyhawk) and August 25 (The Meadows) golf tournaments in 2021. The Board

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| | <p>was in agreement.</p> <ul style="list-style-type: none"> • Curling Bonspiel – the City has closed its venues and will not reopen until 2021. <p>ACTION:</p> <ul style="list-style-type: none"> • Confirm golf tournament dates for June and August. • Consider other events opportunities. • Confirm curling event for February when / if the venue reopens. |
| 9 | <p>Industry Linkages</p> <p>(a) Ottawa Construction Association – An industry roundtable has been convened by OCA to discuss anticipated labour and supply chain shortages.</p> <p>ACTION: K. Sutherland and D. Albery to attend.</p> <p>(b) Consulting Engineers Ontario – CEO has been rebranded to Association of Consulting Engineering Companies of Ontario (ACEC).</p> <p>(c) Ontario Sewer and Watermain Construction Association</p> <ul style="list-style-type: none"> • Lobbyists have been hired to promote construction projects and jobs federally and provincially. • A study of the effects of COVID-19 on the construction industry is underway. • OSWCA is pushing for full price project costing. • 2021 OSWCA AGM will be held virtually on February 16, 2021. <p>(d) Ontario Road Builders Association & Ontario Asphalt Pavement Council – no report.</p> |
| 10 | <p>Roundtable</p> <p>Broadband Backup Alarms</p> <ul style="list-style-type: none"> • New broadband backup alarm requirements have not been implemented. • OHSO O.Reg. 213/91 s. 105 states: A dump truck shall be equipped with an automatic audible alarm that signals when the truck is being operated in reverse. • Tomlinson and Aecon have offered to participate in onsite testing. • The standards department is working on new spec however Public Works has issued an RFP for snow removal that specifies what make and model of broadband backup alarm is required. • NCHCA members have concerns about the liability and safety of disconnecting existing alarms and replacing them with (non-manufacturer installed) broadband alarms. <p>ACTION – K. Sutherland to follow up with the City.</p> |
| 11 | <p>Future Meetings</p> <ul style="list-style-type: none"> • November 11, 2020 • December 9, 2020 • January 13, 2021 • February 10, 2020 |

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| | <ul style="list-style-type: none">• March 10, 2020• April 14, 2020 |
| 13 | Meeting effectiveness <ul style="list-style-type: none">a) What went well?b) This meeting would have been better if ... |
| 14 | Closing |