



MEETING OF THE NCHCA BOARD

Wednesday, February 10, 2021 (3:00pm-5:00pm)

Microsoft Teams Meeting

APPROVED MINUTES

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

	Item
1	<p>Call to order and approval of agenda</p> <p><i>MOTION: It was moved by S. Turner, seconded by D. McClure that the agenda be approved, and the Chair 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 S. McEachen, seconded by B. Lane that the Minutes of the January 13,</i></p>

2021, Board meeting be approved. Carried.

4 Executive Reports

(a) President's Report

- D. Alberty & K. Sutherland met with Serve Arpin, Chief of Staff and Rick O'Connor, City Clerk, on January 19, 2021. We did not get into substantive issues and plan to meet again in the spring. We welcome any suggestions as to issues we might bring forward.
- We continue to work on the 2021 Education Series, this year's format will be virtual where members will be able to view pre-recorded presentations on our website.
- NCHCA's Excess Soil Committee is working with contractors, owners and consultants to put out bulletins to inform our members. The January Bulletin has been distributed to members and is included in today's agenda book.
- The NCHCA Recruitment & Retention Project is underway.
- This year, we will have two golf tournaments – the Manhole Open and the Pothole Open. We have secured dates at GreyHawk and The Meadows.
- NCHCA's VPM Committee attended its annual meeting with the City on December 15, 2020. We conducted a survey of our members and provided written comments and recommendations to the City. A second meeting was held on January 20, 2021.
- Our 2021 Member Directory is underway.

(b) Treasurer's Report

- To date, we have received approximately \$40,000 in membership dues, which is 48 renewals. Last year we had 81 renewals by the end of January.
- We have applied for the Canada Emergency Wage Subsidy for April to July 2020 and we have received \$24,567. We will continue to monitor our eligibility and submit further applications as they become due.

January 2021 Expenses

*MOTION: It was moved by S. Goodman, seconded by B. Watson THAT the January 2021 expenses be approved. Carried.*

(c) Executive Director's Report

- Recruitment project
  - Focus group interviews continue with guidance councillors and teachers.
  - Monthly meetings continue with MOL, no auditors report required until 2022.
  - REOS Partners will join us at the March Board meeting to provide an update.
  - The Ottawa Catholic School Board has reached to gauge our interest in hosting co-op students.

ACTION: K. Albright to add co-op placement to next Newsletter.

- Update on late locates
  - ProMark appears to have laid off 3 more staff.
  - Contractor member has confirmed that locates are now up to date. The locates

	<p>were done by Enbridge, not Promark.</p> <ul style="list-style-type: none"> <li>- Enbridge’s records show 100% compliance with delivery dates however it is likely that a renegotiated date is entered in their system.</li> </ul> <ul style="list-style-type: none"> <li>• OCA and H&amp;S <ul style="list-style-type: none"> <li>- We plan to host a joint conference with OCA regarding the City’s HSMS requirement for contractors doing City work.</li> <li>- A survey of NCHCA, CLAEO and OCA members showed that some companies were not aware of the new requirement. A meeting with the City is scheduled to discuss whether the timelines should be adjusted.</li> </ul> </li> <li>• City budget: Behind the Curtain Capital Budget Explained <ul style="list-style-type: none"> <li>- Gen Neilson will make a presentation on the City budget at the Education Series on February 18, 2021, to outline how money is distributed, moved, reallocated etc.</li> </ul> </li> </ul>
5	<p>City of Ottawa</p> <p>(a) Liaison Meeting Notes January 20, 2021</p> <ul style="list-style-type: none"> <li>• NCHCA has asked for confirmation of turnaround time for permits.</li> <li>• Ottawa Police Service Invoicing and Interest Charges: NCHCA has asked that the City streamline its invoice delivery and review cancellation fees. IS will reach out to Police Services for more information.</li> <li>• Stimulus funding: 20 million dollars will be allocated to Ottawa. The City has submitted applications and expects project notification in the spring of 2021.</li> </ul> <p>(b) Forecasted Tender List Updated Format</p> <ul style="list-style-type: none"> <li>• The City has added two new columns – project template and project category – which gives an indication of the type and size of project.</li> <li>• We have asked that the City to provide a FTL with additional information about what projects are expected to come out over the year instead of a 3-month forecast.</li> </ul> <p>(c) City Staff changes</p> <ul style="list-style-type: none"> <li>• Carina Duclos will remain in the position of Acting Director, Infrastructure Services until the end of 2021.</li> <li>• Luc Marineau and Franco Bonanno have returned to their substantive positions.</li> <li>• Bruce Kenny will be Acting Manager of Design and Construction, Municipal for 2021.</li> <li>• Patrick Chamney is filling Bruce Kenny’s substantive position as Program Manager.</li> </ul> <p>(d) Next Liaison Meeting: February 19, 2021</p> <p>Request for Liaison agenda items</p> <ul style="list-style-type: none"> <li>• Update on stimulus funding</li> <li>• Update on capping and connections</li> <li>• Update on watermain isolation plan discussions</li> <li>• Change in 127 rates</li> </ul>

6 Board Business

(a) Appointment to Executive Policy for approval

This policy was first considered at our December Board meeting, since then we have revised the policy slightly incorporating clause 3(b) which provides that candidates to join the executive and eventually take on the president's role will have an understanding of broad industry issues and a commitment to advancing issues that affect the industry.

*MOTION: It was moved by J. DeKroon, seconded by D. Meikle THAT the Appointment to Executive Policy be approved. Carried.*

(b) New member application

*MOTION: It was moved by P. Lemire, seconded by D. Meikle THAT In-Depth Contracting be approved for membership as a contractor member. Carried.*

(c) Impact of new 127 rates

- Some of the new 127 rates are higher than the rates issued in 2018, and some are lower. Overall, the new 127 rates are about 12% lower with regards to equipment.
- Previously, MTO paid 75% of the 2018 rates with a 15% markup on its T&M form. Now, MTO is paying 100% of the 127 rates with no markup. This no-markup approach has been taken into consideration in setting the new 127 rates.
- This rate change will affect work done for the City on a T&M basis. Presently, the City pays 75% of the 127 rates, and then provides for a 15% markup.
- In order to ensure an appropriate pay amount, NCHCA has requested that the City consider increasing its payment percentage accordingly. This item is on the Agenda for the February 19, 2021, Liaison meeting.

7 **For information:** Committee Reports

(a) Nominating – no report.

(b) Bursary – no report.

(c) Education – The virtual Educations Series will include live presentation with Q&A. The presentations will be recorded and posted on our website. The schedule and speakers have been confirmed and will be promoted shortly.

(d) Excess Soil – S. Ricci joined the meeting to provide an update from the Excess Soil committee.

- The January ES Bulletin which highlights considerations for haulers and recent amendments to the legislation, has been shared with NCHCA members.
- Suggestions included that contractors should take as many samples as possible, consider options to change dump sites.
- Be aware that all responsibility for testing, delivery etc., is on contractors.
- Golder will provide a presentation about soil management software.

(e) Health & Safety – M. Richer joined the meeting to provide an update from the H&S committee.

	<ul style="list-style-type: none"> <li>• The Committee selected Michelle Richer as 2021 Chair and Neil Falls as 2021 Co-Chair.</li> <li>• If you have a confirmed COVID case, consult with public health for step-by-step details. Companies have a responsibility to keep the affected employee's name confidential.</li> <li>• For more information on contact tracing please contact to M. Richer.</li> </ul> <p>(f) Specifications</p> <p>(i) Asphalt – no report.</p> <p>(ii) Concrete – no report</p> <p>(iii) Sewer &amp; Watermain – The new Watermain Disinfection Procedures came into effect on February 1, 2021. The City is working on developing a guideline and template on how the new procedures will be applied in Ottawa. We are advised that the guideline will be ready around February 15, 2021.</p> <p>(g) Theft Prevention – Ottawa Police confirmed material theft in the area is high, equipment theft is low. Toronto police confirmed theft of larger equipment despite GPS.</p> <p>(h) VPM – W. Clouthier joined the meeting to provide an update from the VPM committee.</p> <ul style="list-style-type: none"> <li>• The VPM committee has identified NCHCA's priorities to the City. A second meeting is scheduled for January 20, 2021.</li> <li>• City has agreed to two 2-hour meetings in the future.</li> </ul> <p>(i) Construction Act – no report.</p>
8	<p><b>For information:</b> Update on 2021 Events</p> <p>(a) Education Series: discussed under item 7.</p> <ul style="list-style-type: none"> <li>• February 18, 2021: Heavy Construction Outlook</li> <li>• March 4, 2020: Legislative Updates</li> <li>• March 25, 2020: City Spec Update</li> <li>• April 8, 2020: Mental Health &amp; Addiction, Emerging Design and Construction Techniques</li> </ul> <p>(b) Virtual AGM: April 6, 2021 – Mayor Watson has agreed to speak. This year, councillors and partner associations will be invited.</p> <p>(c) Pothole Open: June 15, 2021 at GreyHawk Golf Club</p> <p>(d) Manhole Open: August 25 at The Meadows Golf and Country Club</p>
9	<p><b>For information:</b> Industry Linkages</p> <p>(a) Ottawa Construction Association – A meeting was held to follow up on OCA's request to the City regarding a City Spec (above MOL requirements) to create an elevated hygiene spec for construction sites.</p> <p>(b) Association of Consulting Engineering Companies – Ontario</p>

	<ul style="list-style-type: none"> <li>• Debruit and Sewers topic scheduled at Liaison but was never addressed.</li> <li>• Request for consistend CADD information has been acknlowged.</li> <li>• Bill Harper scheduled for next Liaison meeting to address 2D and 3D initiative.</li> </ul> <p>(c) Ontario Sewer and Watermain Construction Association</p> <ul style="list-style-type: none"> <li>• February 16, 2021 – Virtual AGM</li> <li>• Patrick McManus will be promoted to OSWCA, Executive Director in early march with the approval of his replacement.</li> <li>• OSWCA is aware of an issue identified in London where pipe is being rejected, they are looking into this.</li> <li>• Ontario-wide best practices policy on watermain disinfection is underway</li> </ul>
10	<p>Roundtable</p> <ul style="list-style-type: none"> <li>• Toromont has sent in a letter to lobby infrastructure investments. Other companies can do the same through the “Build for Recovery” link where you fill out a form and the letter is sent to your government ministers.</li> </ul> <p>ACTION: D. McClure to share the link.</p> <ul style="list-style-type: none"> <li>• 33 billion in provincial stimulus is being awarded. 20 million is to be allocated to Ottawa.</li> <li>• A federal funding announcement of 14.9 billion in public transportation projects across the country by 2026. 5.9 billion will be given on a project-by-project basis starting 2021.</li> </ul>
11	<p>Future Meetings</p> <ul style="list-style-type: none"> <li>• March 10, 2021</li> <li>• April – no meeting</li> <li>• May 12, 2021</li> <li>• June 9, 2021</li> <li>• July – no meeting</li> <li>• August 11, 2021</li> <li>• September 8, 2021</li> <li>• October 13, 2021</li> <li>• November 10, 2021</li> <li>• December 8, 2021</li> </ul>
12	<p>Meeting effectiveness</p> <p>(a) What went well?</p> <p>(b) This mmeeting would have been better if ...</p>

14

The meeting closed at 4:50pm.