



## MEETING OF THE NCHCA BOARD

Wednesday, August 11, 2021

### APPROVED MINUTES

Board Members & Association Representatives		
Darrin Alberty (regrets)	Nick Bray	Dale Downey
John DeKroon	Edson Donnelly (CEO)	Stephen Goodman
Brad Gooderham (regrets)	Brian Lane	Paul Lemire
Chris Lesaux (regrets)	Ivan Levac (ORBA) (regrets)	Dave McClure (regrets)
Steve McEachen (regrets)	Jeff Mulcock (OSWCA) (regrets)	Nick Regalbuto (regrets)
Sandro Ricci	Stephen Turner (regrets)	Bob Watson (regrets)
Staff		
Kathryn Sutherland	K. Albright	
Guests		
Michelle Richer (regrets) <i>Chair, H&amp;S Committee</i>		

	Item
1	<p>Call to order and approval of agenda.</p> <p>The meeting was chaired by P. Lemire in S. McEachen's absence.</p> <p><i>MOTION: It was moved by S. Goodman, seconded by D. Downey 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 B. Lane, seconded by S. Ricci that the Minutes of the June 9, 2021, Board meeting be approved. Carried.</i></p>

## Executive Reports

## (a) President's Report

- Kyle Peori has resigned from the Board to focus on family and work commitments.
- Dave Meikle has resigned from D-Squared Construction Ltd. effective August 20, 2021 and will no longer be eligible to sit on the Board of Directors.

City of Ottawa topics of discussion this month have included:

- Road cut permit delays
- Late locates
- VPM concerns
- Materials shortages and price volatility

## (b) Treasurer's Report

Revenue and expenses as of July 31, 2021.

- As of the end of July, NCHCA's revenue was \$433, 632.14 and expenses were \$242,026.89, for a net of \$191, 605.25.
- The Pothole Open took place in June. Once all invoices have been received, we anticipate net revenue for the event will be \$24,333.
- Planning for the Manhole Open continues. 338 golfers are registered and sponsorship is at \$45,000. We anticipate that the revenue generated by this event will be approximately \$35,000.
- We continue to monitor our entitlement to wage subsidies. For December, we received \$5,939.77, for January we received \$2,290.78 and for February, we received \$2,290.78. We are not entitled to subsidies in March, April or May 2021. The reason why line 4650 Wage Subsidies is higher than budgeted, is because the December amount of \$5,939.77 was received in 2021. This will be adjusted at year end.

*MOTION: It was moved by S. Goodman and seconded by S. Ricci THAT the expenses for June and July 2021 be approved. Carried.*

## 2021 Budget

- The draft 2021 Budget forecasts a surplus of approximately \$43,500 at the end of the year.
- Our revenue is up this year for a number of reasons
  - Annual dues increased to \$825/year
  - Received funding for the recruitment project which also covers a portion of K. Sutherland's salary
  - Increased number of corporate sponsors
  - Wage subsidies received
- Included in the 2021 budget are board dinners, a past presidents' luncheon, the fall retreat, and the 2021 bursary program.

	<p><i>MOTION: It was moved by N. Bray and seconded by B. Lane THAT the 2021 Budget be approved. Carried.</i></p> <p>(c) Executive Director's Report</p> <ul style="list-style-type: none"> <li>• The Recruitment &amp; Retention Project has moved to the convening workshop participants phase and is now placing interested participants into working groups. 25 people have shown interest, 8 people have committed.</li> <li>• Late locates: NCHCA met with the Ministry of Government and Consumer Services on July 30, 2021.</li> <li>• Advocacy: seeking input to create a plan of topics to discuss with the Mayor's Office.</li> <li>• Commercial Liability Insurance: a new contagious disease exclusion has been added to our policy.</li> <li>• Ottawa Public Health mobile vaccination clinics: there is now an opportunity to book the mobile unit for any number of people wanting to be vaccinated on site.</li> </ul> <p>ACTION: K. Sutherland to circulate information on mobile vaccination</p>
5	<p>City of Ottawa</p> <p>(a) Road Cut Permit delays</p> <ul style="list-style-type: none"> <li>• Permits are currently taking 30-35 days to issue.</li> <li>• NCHCA's next step is to send correspondence to Mayor Watson and Councillors and send a delegation to the Transportation Committee meeting on October 6, where the Right of Way group is going to report and request additional staff to process road cut permits. The earliest this can be approved by Council is January 2022.</li> </ul> <p>(b) The Draft Liaison Meeting Notes from the July 16, 2021 meeting were reviewed by the Board.</p> <p>(c) Next Liaison Meeting: August 20, 2021</p> <ul style="list-style-type: none"> <li>• Many City jobs closing in the next two weeks, members may require extensions.</li> </ul> <p>ACTION: let K. Sutherland know if you have any items to add to the next Liaison agenda.</p>
6	<p>Board Business</p> <p>(a) Late locates</p> <p>There are more than 1.5 million locates in Ontario annually, most of which are late. NCHCA has been working to address the late locates issue.</p> <ul style="list-style-type: none"> <li>• Convened a late locates working group.</li> <li>• Written to the Ministry of Government and Consumer Affairs to express concern and request assistance.</li> <li>• S. McEachen, D. Albery, B. Lane and K. Sutherland met with three policy people from the Ministry on July 30, 2021. They were unaware of Promark's involvement and that it is the only company providing locates in Eastern Ontario.</li> <li>• The Ministry suggested dedicated locators as a solution however this is not possible with</li> </ul>

	<p>Promark refusing to provide locators and utility companies refusing to release information.</p> <ul style="list-style-type: none"> <li>• An independent Compliance Committee is under consideration with implementation anticipated in 2023. Currently, the Compliance Committee is comprised of representatives from utility companies. The proposed changes includes independent arbitrators.</li> <li>• MGCS will also be meeting with ORBA, OSWCA, CLAEO and utilities companies.</li> <li>• A suggestion was made that NCHCA consider bidding on the locate service provider contract to facilitate locates for our members.</li> </ul> <p>ACTION: K. Sutherland to draft proposal to the Ministry of Government and Consumer Services.</p> <p>(b) <b>For approval:</b> new member applications</p> <p><i>MOTION: It was moved by J. DeKroon and seconded by N. Bray THAT Cavanagh Concrete be approved for membership as a contractor member, and that ABTECH Ontario and Clintar Commercial Outdoor Services be approved for membership as associate members. Carried.</i></p>
7	<p><b>For information:</b> Committee Reports</p> <p>(a) Nominating – no report.</p> <p>(b) Bursary – Steve McEachen remains Chair of the Bursary Committee. The program has been reinstated for 2021 and applications are being accepted up until September 30. The program will be announced in the August newsletter.</p> <p>(c) Education – no report.</p> <p>(d) Excess Soil – Bulletin #5 on soil tracking system requirements is under development.</p> <p>(e) Health &amp; Safety – no report.</p> <p>(f) Specifications</p> <p>(i) Asphalt – no report.</p> <p>(ii) Concrete – no report.</p> <p>(iii) Sewer &amp; Watermain –No report.</p> <p>(g) Theft Prevention – No report.</p> <p>(h) VPM – The VPM committee met with the City on August 9, 2021 and presented concerns and suggestions for improvement. A second meeting is scheduled for September 15, 2021, to continue discussions.</p> <p>W. Clouthier has announced his retirement at the end of the year and Brian Lane has agreed to take over as Chair of the committee.</p>
8	<p><b>For information:</b> Update on 2021 Events</p> <p>(a) Mayor's Charity Golf Tournament, August 17, 2021, The Marshes Golf Club. NCHCA's foursome is include Jeff Mulcock, Steve Turner, Steve Goodman, and Ivan Levac.</p>

	<ul style="list-style-type: none"> <li>(b) Manhole Open: August 25, 2021, at The Meadows Golf &amp; Country Club           <ul style="list-style-type: none"> <li>• Registration: \$62,000</li> <li>• Sponsorship: \$45,000</li> <li>• Estimated revenue: \$107,000</li> <li>• Estimated expenses: \$71,158</li> <li>• Estimated net: \$35,842</li> </ul> </li> <li>(c) Roger Neilson House/CHEO drive-by and fundraiser, September 18, 2021           <ul style="list-style-type: none"> <li>• NCHCA has partnered with OCA for a “Construction Community Cares” drive-by construction parade and fundraiser.</li> <li>• Event, parade, and donation details can be found on the NCHCA event page.</li> </ul> </li> <li>(d) Fall Retreat, Friday, September 24, 2021, Fairmont Tremblant           <ul style="list-style-type: none"> <li>• Breakfast and Board meeting</li> <li>• Golf at Le Diable</li> <li>• Dinner at La Forge Bistro Bar &amp; Grill</li> </ul> </li> <li>(e) OCA Symposium, October 13, 2021, EY Centre           <ul style="list-style-type: none"> <li>• No update</li> </ul> </li> <li>(f) Fall Dinner Dance: October 30, 2021, at The Shaw Centre           <ul style="list-style-type: none"> <li>• No update</li> </ul> </li> </ul>
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9 **For information:** Industry Linkages

- (a) Ottawa Construction Association
  - NCHCA has partnered with OCA on the CHEO Parade fundraiser.
- (b) Association of Consulting Engineering Companies – Ontario
  - July Board meeting was cancelled, next meeting is in September.
  - Ottawa Chapter Executive has been updated.

**OTTAWA CHAPTER EXECUTIVE 2021**

Position	Name	Contact
Chair	Sylvain Montminy (Parsons)	sylvain.montminy@parsons.com
Vice Chair	Kevin Alemany (Stantec)	kevin.alemany@stantec.com
Past Chair	Ryan Matthews (JL Richards)	rmatthews@jlrichards.ca
Treasurer	Derek Potvin (Robinson)	dpotvin@rcii.com
Secretary	Christine Shillinglaw (McIntosh Perry)	c.shillinglaw@mcintoshperry.com
Director	Edson Donnelly (Novatech)	e.donnelly@novatech-eng.com
Director	Hugues Bisson (CIMA+)	Hugues.Bisson@cima.ca
Director	Julia Marson (WSP)	julia.marson@wsp.com

- (c) Ontario Sewer and Watermain Construction Association – no report.
- (d) Ontario Road Builders’ Association – no report.

10 Roundtable – no new items.

11	<p>Future Meetings</p> <ul style="list-style-type: none"><li>• September 24, 2021, Fall Retreat</li><li>• October 13, 2021</li><li>• November 10, 2021</li><li>• December 8, 2021</li></ul>
12	The meeting closed at 3:45pm