

MEETING OF THE NCHCA BOARD

October 13, 2021 (3:00pm-5:00pm)

APPROVED MINUTES

| Board Members & Association Representatives | | |
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| Darrin Alberty | Nick Bray | Dale Downey |
| John DeKroon | Edson Donnelly (CEO) (regrets) | Stephen Goodman |
| Brad Gooderham | Brian Lane (regrets) | Paul Lemire |
| Chris Lesaux (regrets) | Ivan Levac (ORBA) (regrets) | Dave McClure (regrets) |
| Steve McEachen | Jeff Mulcock (OSWCA) (regrets) | Nick Regalbuto |
| Sandro Ricci | Stephen Turner | Bob Watson |
| Staff | | |
| Kathryn Sutherland | Kerri Albright | |
| Guests | | |
| Bruce Kenny, City of Ottawa | Court Curry, City of Ottawa | Rob MacLauchlan, City of Ottawa |

| | Item |
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| 0 | <p>City of Ottawa Right of Way Group Presentation</p> <ul style="list-style-type: none"> President McEachen will present NCHCA's position to the Transportation Committee on November 1, 2021. The City has confirmed that the permit backlog has been cleared. The proposed increase in fees will provide funding for 10 additional staff and an improved IT system. <p>ACTION: K. Sutherland to follow up with the City regarding key messaging to the Transportation Committee.</p> |
| 1 | <p>Call to order and approval of agenda</p> <p><i>MOTION: It was moved by B. Watson, seconded by D. Alberty that the agenda be approved, and the Chair be authorized to modify the order of discussion. Carried.</i></p> |
| 2 | Collusion Clause |

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| | The Board reaffirmed its commitment to adhere to the Collusion Clause. |
| 3 | <p>Approval of Minutes</p> <p><i>MOTION: It was moved by J. DeKroon, seconded by N. Bray that the Minutes of the September 24, 2021, Board meeting be approved. Carried.</i></p> |
| 4 | <p>Executive Reports</p> <p>(a) President's Report</p> <ul style="list-style-type: none"> • City of Ottawa vaccination policy <ul style="list-style-type: none"> ○ The City may offer some flexibility on its vaccination policy. ○ City has provided a sample attestation form. <p>ACTION: NCHCA Executive to meet tomorrow to discuss project impacts and the possibility of accommodations.</p> <ul style="list-style-type: none"> • Meeting with TSSA September 29, 2021 <ul style="list-style-type: none"> ○ M. Goldberg confirmed utility breaks are down 8% in Ottawa and 15% in Ontario from recent years. ○ Dig Safe courses and information are available, reach out to M. Goldberg for more information. <p>(b) Treasurer's Report</p> <ul style="list-style-type: none"> • As of the end of September revenue is 459,335.37 and expenses are \$379,737.14 for a net of \$ 79,598.23. • The golf tournaments generated \$27,725 for the Pothole Open and \$40,912 for the Manhole Open, approximately \$8,000 over anticipated. • 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. <p><i>MOTION: It was moved by S. McEachen and seconded by S. Goodman THAT the expenses for September 2021 be approved. Carried.</i></p> <p>(c) Executive Director's Report</p> <ul style="list-style-type: none"> • Late locates <ul style="list-style-type: none"> ○ Letter to the Ministry of Government and Consumer Services has been finalized and sent. ○ K. Sutherland has been invited to participate in an Ontario One Call working group. Meetings will be held weekly until the end of December 2021. • Road Cut Permits <ul style="list-style-type: none"> ○ The City has cleared the road cut permit backlog and are issuing permits within 10 business days. ○ S. McEachen will present to the Transportation Committee on November 1, 2021 in support of the ROW Group's request for 10 additional staff. • Bursary applications <ul style="list-style-type: none"> ○ Four applications have been received, down from 18 in 2019. |

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| 5 | <p>City of Ottawa</p> <p>(a) City of Ottawa vaccination policy update</p> <ul style="list-style-type: none"> • NCHCA is advocating for its members and providing information as it becomes available. At this time, it is not clear how the City plans to move forward, how private information will be handled or how the attestation forms will work.. • Rapid Testing may be considered as an accommodation. • There are concerns about staff moving to LRT work where vaccination is not required. • Some companies are collecting information about who is vaccinated in preparation for the November 1, 2021, deadline. <p>ACTION: K. Sutherland to reach out to GOHBA to understand what private sector owners are doing.</p> <p>(b) Road Cut Permit delays</p> <ul style="list-style-type: none"> • Inform K. Sutherland of any ongoing delays. <p>(c) Social Procurement report to FEDCO</p> <ul style="list-style-type: none"> • The report to FEDCO implies that NCHCA has provided feedback which is not correct. • A social procurement requirement may be added to contracts but no information is available yet, <p>(d) Liaison Notes September 17, 2021</p> <ul style="list-style-type: none"> • Notify R. Varghese of material replacement suggestions for out-of-stock items. • Paid duty police – there have been discussions on when paid duty police should be used. • Explosion proof bypass pumps – meeting with the City was held today, the NFPA electrical code requires explosion proof submersible pump when bypassing sewage. These pumps are used in Toronto and are required in Ottawa effective immediately however, there is no stock available. <p>(e) 2021-22 Spec Update</p> <ul style="list-style-type: none"> • Kick off meeting was held on October 6, 2021. Next meeting December 1, 2021. <p>(f) Forecast tender list October 5, 2021 was attached for information</p> <p>(g) Agenda items for October 15, 2021 Liaison Meeting</p> <ul style="list-style-type: none"> ○ Social Procurement ○ Application of City vaccination policy ○ Education Series <p>ACTION: Send Liaison topic suggestions to K. Sutherland.</p> |
| 6 | <p>Board Business</p> <p>(a) Late locates</p> <ul style="list-style-type: none"> • Letter to Ministry of Government & Consumer Services was included for information. |
| 7 | <p>Update on 2021 Events</p> <p>(a) Past Presidents' Luncheon, October 20, 2021 to be held at Giovanni's Restaurant, 25 guests</p> |

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| | have confirmed. |
| 8 | <p>Committee Reports</p> <p>(a) Nominating – no report.</p> <p>(b) Bursary – 4 applications have been received.</p> <p>(c) Education – K. Sutherland reached out to the City who said they will be a contributor but not a facilitator of the event this year. B. Kenney and C. Duclos feel this is an important collaboration and will send representative to the committee meetings.</p> <p>(d) Excess Soil – No one is prepared for the new requirements that come into effect on January 1, 2022.</p> <p>(e) Health & Safety – no report.</p> <p>(f) Specifications</p> <p>(i) Asphalt – no report.</p> <p>(ii) Concrete – no report.</p> <p>(iii) Sewer & Watermain – Contractors have been asked to notify the City PM if their project will be impacted by the requirement for an explosion-proof pump.</p> <p>(g) Theft Prevention – theft of iron in Toronto where GPS was disconnected. Companies are not reporting theft of smaller items because the deductible is too large.</p> <p>(h) VPM – a second VPM meeting will be scheduled in November 2021 to respond to NCHCA's questions.</p> |
| 8 | <p>Industry Linkages</p> <p>(a) Ottawa Construction Association</p> <ul style="list-style-type: none"> • NCHCA is working with OCA regarding the City's vaccination policy. Both OCA and NCHCA have send correspondence expressing concerns to Mayor Watson and City of Ottawa Councillors. No response received. • Symposium has been cancelled. Are now looking at March 2022.. <p>(b) Association of Consulting Engineering Companies – Ontario</p> <ul style="list-style-type: none"> • City is embracing the new processes of contractor submitted invoices, with payment details finalized with 7 days of final invoice. • ACEC received the same attestation form as NCHCA. • ACEC was asked to prepare a list of how the City's vaccination policy will impact projects. <p>(c) Ontario Sewer and Watermain Construction Association – no report.</p> <p>(d) Ontario Road Builders' Association</p> <ul style="list-style-type: none"> • Working on MTO revision to referee process. • ORBA President's Tour scheduled for November 10, 2021 at the Centurion Center. • Ontario Asphalt paving council – Virtual Seminar confirmed. • ORBA Convention – in-person or virtual event still to be confirmed. • ORBA is looking for a volunteer for Product Management Committee. |

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| 9 | <p>Roundtable</p> <p>City of Ottawa Vaccine Policy – please share all ideas and concerns around project risks and accommodation with K. Sutherland or S. McEachen.</p> |
| 10 | <p>Future Meetings</p> <ul style="list-style-type: none">• November 10, 2021: Centurion Centre• December 8, 2021• January 12, 2022• February 9, 2022• March 9, 2022 |
| 11 | The meeting closed at 4:50. |