

Contractor Advisory Council
Minutes of Meeting

June 8, 2023
9:00 am via Zoom

Present:

Contractors	ESA	MPBSD	Regrets
Dave Ackison Ron Bergeron Shawn Blacklock Ryan Delisle Doug McGinley James MacKellar Chris Ruber Jeff Scott Rob Smith Scott Yemen	Will Barrett Patience Cathcart Raymond Chan Eric Kingston Emily Larose Claire Loucks Shawn Martel		Joe Kurpe

ITEM	SUBJECT	ACTION
1.	<p>Preliminaries</p> <p><i>No conflicts of interest were declared.</i></p> <p><i>Motion:</i> <i>The Agenda be approved.</i> <i>Moved by: Ron Bergeron</i> <i>Seconded: Scott Yemen</i> <i>Carried.</i></p> <p><i>Motion:</i> <i>Minutes of April 13, 2023, meeting be approved</i> <i>Moved by: James MacKellar</i> <i>Seconded: Shawn Blacklock</i> <i>Carried.</i></p>	
2.	<p>Terms of Reference (ToR)</p> <p>Raymond Chan presented the draft ToR</p> <p>There was discussion with contractors advising as follows:</p> <ol style="list-style-type: none"> 1) Vice Chair term to be 2 years from time of the appointment. Vice Chair election to be held once new terms in place 2) Minutes to be written by a contractor representative and forwarded to the Chair. The Chair will review and forward to contractors and ESA VP-Operations for review and comments. The Chair will integrate comments to finalize. 	

- 3) CoAC Minutes Summary to be approved by the CoAC Chair prior to being submitted to the ESA Board.
- 4) The Chair to present an annual report to Regulatory
- 5) ESA Senior Staff positions to be included on the CoAC committee matrix.
- 6) The membership matrix to have one member designated by the OEL Contractors Committee and one member designated by the ECAO Board.
- 7) The matrix will consist of 5 ECAO and 5 OEL LECs
- 8) Topics are only declared confidential when so stated
- 9) Regular meetings to be held between the Chair and the VP-Operations

ESA to take under advisement. Revisions to the draft ToR to be made and forwarded to the members for consideration.

3. **Stakeholder Survey**

Eric Kingston advised that Karen Ras will be invited to address the CoAC concerns at a future meeting.

4. **Plan Review**

Emily Larose provide an update on items related to Plan Review.

Contractors commented:

- 1) Quality of Design
 - a) Summary of drawings with deficiencies by both consultants and contractors groups would assist in analysis and in proposing solutions
 - b) ESA comments on drawings by consultants should be available to contractors
 - c) This topic is being discussed at OPCC with ESA and PEO representatives
- 2) Permit Comparison
 - a) ESA stated that they would report on this in December 2023

5.	Non-Compliance Reporting Eric Kingston provided an update. This still a work in progress as confidentiality issues are being reviewed.	
6	Incident Reporting Patience Cathcart provided an update. This is still a work in progress as some timing issues and legalities are being reviewed.	
7	Connection Authorization (CA)Working Group Shawn Martel spoke to this: 1) Met with OEB regarding LECs concerns on delays of hydro connection and reconnection. a) OEB has received only one concern on this matter b) An OEB contact was provided for LECs to report instances to OEB 2) Contact information will be provided to CoAC members for future use and distribution 3) Met with contractors in the Peterborough area to determine the extent of the problem. Future meetings in other areas are being set	
8	Future In-person meetings The Chair stated that the last in-person meeting was very positive. He suggested that the next meeting be in-person. The Chair and VP Operations will discuss this further	Dave A, Eric K
9.	Remote Inspections Will Barrett spoke to this. The trial has now been expanded to 750 contractors and is working well. CoAC members are welcome to join the trial.	
10.	Meeting Adjourned at 11:29 am on a motion made by James MacKellar and seconded by Ryan Delisle.	

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