

CENTRE FOR ADVANCEMENT OF TRENCHLESS TECHNOLOGIES
Technical Committee HDD Sub-Committee
Thursday April 17, 2008, 11:00AM – 1:00PM
TechTown Boardroom, Waterloo, Ontario

Meeting Minutes

Present: John Spencer (Technical Committee, Chair)
Mark Knight (Sub-committee, Chair)
Cid Negri (Sub-Committee, co-Chair)
Jack Kottelenberg, AVERTEX
Gene Woodbridge, EarthBoring
Andy Braithwaite, Vermeer
Ken Wallace, R.V. Anderson Limited
Dave Kanters, KWH Pipe
Dan Toppazzini, Weinmann Electric
Mark Duckworth, Baroid Canada
Alice Seviora, CATT Administrative Assistant

Regrets: Gabriel Wong, Conestoga-Rovers

1. Introductions and welcome: John Spencer introduced and welcomed those present
2. Meeting objectives were established:
 - a. review OPS 450 and determine whether updates are needed
 - b. develop a game plan to carry out the reviews
 - c. identify key industry individuals who should participate in the review so that the final document reflects industry consensus.
3. All present agreed that the Specs need review and updating. Deficiencies in the current document were identified and include:
 - it deals only with soil materials, omits rock and boulders
 - there is no reference to pipe materials
 - it has no information about governing bodies for safe disposal
 - etc
4. Format of the revised document. Committee members discussed the format of the revised document. All agreed that the revisions should be integrated into the current OPS 450. The following recommendations were made:
 - a. add a section on dealing with rocks and boulders
 - b. change the title to reflect the contents of the revised document
 - c. add a section on site investigation
 - d. include reference to ORCGA's specs on utilities locating
 - e. expand section on Basis for Payment to include pilot boring and changing ground conditions
 - f. etc.

The revised document should provide a template for contractors to help mitigate risks and limit costs. It should not be too prescriptive but should include key components stipulating how to mitigate problems. The committee agreed to review specs developed by other industries for ideas on developing a comprehensive document.

Action: Mark Knight to contact Glenn Duyvestyn and Brian Dorwart to get US specs

5. Scope of the revised document:

The committee agreed that the revised document should reflect industry consensus and therefore it should include views and address concerns of key industry representatives. The committee identified key industry representatives who should be invited to participate in the review of the OPS 450. They include representative from:

- a. MOE
- b. MEA
- c. ORCGA (just at the document review phase)
- d. Insurance industry (just at the document review phase)
- e. Conestoga Rovers
- f. Geotech/ Golders (Gene to provide contact)
- g. Municipalities that are using the technology, which include,
York Region
Halton Region
City of Toronto (Kamram Sarrami)
Region of Waterloo
City of London

Action: committee members to identify and send contacts from above municipalities.

6. Time frame: the committee agreed that it should be able to produce a draft of a document by the end of the year. The process involves sending the draft to the Ontario Provincial Specifications for review and comments before deciding on the final version.

7. Agenda for next meeting: the committee identified issues for discussion at next meeting, including:

- a. review OPS 450 and determine which sections should be revised
- b. in the meantime, committee members are to review OPS 450 and send to Alice the revisions they wish to see implemented. Alice will compile a list of the comments received and distribute them so that all committee members can review them

Action: committee members to review OPS 450 and send comments and suggestions to Alice

Action: Alice to compile list of comments and send them to all committee members

8. Schedule and location of next meetings: The committee approved TechTown facilities and agreed to hold subsequent meetings at the same location and at the same time. CATT will investigate video conference facilities to accommodate those who are unable to travel to Waterloo.

Meetings will be held monthly. Alice to set a tentative schedule for committee approval.

Meeting adjourned at 1:00PM.

Minutes prepared by: