

# MTO/OACETT COMMITTEE MEETING NOTES

**Date:** April 29, 2026

**Time:** 11:00 AM - 12:00 PM

**Location:** Virtual via Microsoft Teams

| <b>Attendee</b> | <b>Organization</b> | <b>Attendee</b> | <b>Organization</b> |
|-----------------|---------------------|-----------------|---------------------|
| Barry Billing   | OACETT and co-chair | Andres Remirez  | MTO (observer)      |
| David Terlizzi  | OACETT              | Vicky Zourntos  | MTO (observer)      |
| Jenn Meleschuk  | MTO and co-chair    |                 |                     |
| Mireya Hidalgo  | MTO                 |                 |                     |
| Ed Marcon       | MTO                 |                 |                     |
| Erika Varga     | MTO                 |                 |                     |
| Fahim Qadar     | MTO                 |                 |                     |

## 4.2026.1 INTRODUCTION

Barry Billing chaired the meeting and thanked attendees for their participation.

## 4.2026.2 SAFETY MINUTE (MTO)

Erika Varga presented the safety minute which focused on repetitive strain injuries (RSI). The presentation discussed the various causes, common symptoms and prevention strategies.

A copy of the presentation will also be shared with attendees.

**ACTION ITEMS FROM OCTOBER 1ST MEETING****10.2025.1 MTO REQUIREMENT TO HAVE PROFESSIONAL ENGINEERS AS PROJECT MANAGERS**

*Description: OACETT raised concerns about perceived changes limiting non-engineers from low complexity PM or Lead Inspector roles.*

*Discussion:*

*OACETT quoted assignment 4023-Z-0019 that restricted a non-engineer from the Lead Inspector position. OACETT asked when did MTO make these changes?*

- *Was there a broadcast decision?*
- *What has changed for low complexity?*

*MTO advised that a broadcast was not required as no changes were done. The non-engineers on low-complexity assignments are still included, depending on the judgment at the RFP development stage.*

*OACETT has requested background description/rationale on what makes an assignment 'low complexity'.*

**ACTION:**

- **MTO to share experience matrix information to define low-complexity requirements. (refer to 'RFQ & RFP Contract Administration Staffing Experience Requirements')**
- **MTO to keep a record of current staffing needs, including when and why changes were made.**

**10.2025.2 OPPORTUNITY TO HAVE MTO EMPLOYEES OACETT CERTIFIED**

*Description: OACETT suggested MTO employees to obtain OACETT certification.*

*Discussion:*

- *MTO, after internal discussions, has decided that this is not being considered.*

**ACTION: Close this item.**

**10.2025.3 OVERVIEW OF CURRENT ROAD CONSTRUCTION PROGRAM**

*Description: MTO to discuss with Construction managers if number of OACETT members should be increased.*

*Discussion:*

- *MTO advised OACETT that this matter was discussed with the MTO Regional Construction Managers, and no concerns were identified.*

**ACTION: Close this item.**

**10.2025.5 ONTARIO BILL 5 IMPLEMENTATION***Description:*

*OACETT raised concerns about the staffing matrix, considering Bill 5 implementation.*

*Discussion:*

- *MTO has reviewed Bill 5 and did not find any impacts on OACETT requirements of the MTO staffing matrix.*

**ACTION: Close this item.**

| NEW ITEMS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | ACTION BY        |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|
| <p><b>4.2026.3 DISCUSSION ON MTO PROGRAM ACADEMIC REQUIREMENTS:</b></p> <p><i>Description: OACETT asked whether the Scott McKay courses are still required for RCSI and RCCA, and whether they are still valid. They also discussed possibility of allowing new vendors to offer similar training if they are approved by OACETT.</i></p> <p><i>Discussion:</i></p> <ul style="list-style-type: none"> <li>• <i>MTO confirmed that the Scott McKay courses are still valid and required for RCSI and RCCA designation.</i></li> <li>• <i>MTO expressed openness to alternative OACETT-approved vendors, provided course content, learning outcomes, timing, and delivery are reviewed with MTO.</i></li> <li>• <i>MTO requested early engagement before any changes are implemented.</i></li> </ul> <p><b>ACTION: None</b></p> | <p><b>NA</b></p> |

| NEW ITEMS |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | ACTION BY |
|-----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| 4.2026.4  | <p><b>DO ROAD CONSTRUCTION MEMBERS NEED TO BE CERTIFIED?</b></p> <p><i>Description: Certification for Road Construction Members</i></p> <p><i>Discussion:</i></p> <ul style="list-style-type: none"> <li>• MTO confirmed that OACETT certification is required for Road Construction roles on MTO assignments.</li> <li>• Proposals without required certification/designations are subject to disqualification, with the exceptions of Professional Engineer of Ontario (PEO) or foreign Engineering Graduate.</li> </ul> <p><b>ACTION: None</b></p> | NA        |
| 4.2026.5  | <p><b>NON-CERTIFIED MEMBERS (ASSOCIATES) TITLES</b></p> <p><i>Description: OACETT wanted to confirm if MTO uses these three titles in their documents.</i></p> <p><i>Discussion:</i></p> <ul style="list-style-type: none"> <li>• Technical Specialist, Graduate Technician, Graduate Technologist</li> <li>• MTO confirmed these titles are not used in MTO RFPs or RFQs.</li> </ul> <p><b>ACTION: None</b></p>                                                                                                                                      | NA        |

| NEW ITEMS |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | ACTION BY |
|-----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| 4.2026.6  | <p><b>CAN OACETT RETIRED MEMBERS HOLD ROAD CONSTRUCTION DESIGNATIONS?</b></p> <p><i>Description: OACETT explained that retired members cannot hold Road Construction designations.</i></p> <p><i>Discussion:</i></p> <ul style="list-style-type: none"> <li><i>OACETT clarified that retired members are limited to 100 hours of work annually.</i></li> <li><i>MTO supports OACETT's requirements.</i></li> <li><i>Reinstatement of OACETT membership would be required if retired members return to active roles.</i></li> </ul> <p><b>ACTION: None</b></p>                                                                                                                                                | NA        |
| 4.2026.7  | <p><b>REAPPLYING FOR A ROAD CONSTRUCTION DESIGNATION</b></p> <p><i>Description: OACETT discussed the current active road construction designation membership requirements</i></p> <p><i>Discussion:</i></p> <ul style="list-style-type: none"> <li><i>MTO agrees that if a member's certificate expires or is not renewed, their certification is no longer valid.</i></li> <li><i>MTO's RFPs require proponents to keep their certifications valid for the entire length of the assignment.</i></li> <li><i>MTO has explained that if a member's certification expires while a contract is active, they must be replaced, which can cause delays to the contract.</i></li> </ul> <p><b>ACTION: None</b></p> | NA        |

| NEW ITEMS |                                                                                                                                                                                                                                                                                                    | ACTION BY |
|-----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| 4.2026.8  | <p><b>SCHEDULE NEXT MEETING:</b></p> <ul style="list-style-type: none"><li><i>Committee agreed to hold the next meeting on Wednesday, October 28, 2026.</i></li></ul> <p><b>ACTION: MTO to schedule next meeting October 28, 2026. MTO to circulate draft meeting minutes by May 13, 2026.</b></p> | MTO       |