

MEETING NOTES

MTO/ORBA Contracts and Documents Subcommittee

DATE	July 8, 2026
TIME	1:00 pm – 4:00 pm
MEETING HOSTED BY	MTO
LOCATION	Microsoft Teams

ATTENDANCE:

Attendee	Organization
Jenn Meleschuk (co-Chair)	MTO, Contract Management Office
Kyle McCutcheon (co-Chair)	McLean Taylor Construction Ltd.
Steven Crombie	ORBA
Alexis Del Rosario	ORBA
Ahmed Ouda	MTO, Contract Management Office
Mireya Hidalgo	MTO, Contract Management Office
Ed Marcon	MTO, Contract Management Office
Amanda Naylor	MTO, Contract Management Office
Saffwan Chowdhury	MTO, Contract Management Office
Ryan McKerracher	MTO, Contract Management Office
Ron Belansky	MTO, Contract Management Office
Fahad Mateen	MTO, Contract Management Office
Penuel Adiyiah	MTO, Contract Management Office
Janishan Jeyarajah	MTO, Contract Management Office
Joanna Long	MTO, Capital Planning and Programming Office
Tyler McQuaker	MTO, Construction Northwest
Frank Lucente	MTO, Construction and Audit Services
Derek Illman	MTO, Construction and Audit Services
Susanne Chan	MTO, Standards Management
Yolibeth Mejias	MTO, Highway Design Office
Brandie Dubreuil	MTO, Intelligent Transportation Systems Office
Volha Posner	MTO, Contract Management Office
Fazan Baig	Black & McDonald Limited
Nelly Toledo	Marsh Construction
Steve Clay	ORBA Member
Steve D'Orazio	Clearwater Structures Inc.
Malcolm Croskery	Pioneer Construction

Kent Dunham	The Miller Group
Lawrence Rigatti	Alliance Verdi Civil Inc.
Alfredo Maggio	Graham Bros. Construction Ltd.

INTRODUCTION / ANNOUNCEMENTS

- Roundtable introduction of all members and guests.
- New member: Derek Illman to replace Frank Lucente

SAFETY TALK

- ORBA gave a safety talk on maintaining a safe distance from operating equipment, stay clear of suspended loads, and communicate effectively to prevent accidents.

PREVIOUS MEETING NOTES

a) MTO General Conditions

- GCs have been published on Tech Pubs and will be implemented in August 2026 construction contracts.

Action Item: MTO to inform of training dates and when the GC to be implemented in August 2026

b) Canada Structural Steel Incentive

- MTO was waiting on the action item for ORBA questions.

Action Item: Closed.

c) OPSS 127 Rates

- The ministry is currently reviewing the comments we received through the Technical Consultation Portal.
- MTO is finalizing a revised draft version of the 2026 Rental rates that includes a recalculated variable for fuel cost.
 - MTO plans to forward the new information to ORBA once it's completed.

STANDING ITEMS

OCTOBER 2022-01, CONTRACT MANAGEMENT SYSTEM (CMS) UPDATE

Description:

MTO launched its new Contract Management System live in February 2023.

Discussion:

- Manually-entering invoices – issues and ways to prevent it.
- Road Report 2.0 (upgraded in app)
- Training to be provided
- Processing Invoices out of turn – only one in-flight invoice at a time
- Titling Daily Work Records (DWRs) properly
- ORBA concern for annual holdback release and how CMS is handling it.
- ORBA has concerns with proper invoice as reconciliation must happen before sending invoice.
- ORBA concern with PQP adjustments. MTO has validation for overpayment on contracts. MTO to add this as an item for next meeting.

NEW ITEMS

JULY 2026-01, NEW MTO GENERAL CONDITIONS UPDATE (REVIEW START 2026)

Description:

A new review of concerns and edits to reflect the newly published April 2026 MTO General Conditions of Contract. This is to initiate a new review process and keep ORBA included in any new comments.

Discussion:

- MTO received ORBA's email regarding considerations for future GC changes. MTO will start reviewing as per ORBA's action item.

Action Item: ORBA to send letter for comments on future GC changes.

JULY 2026-02, MAJOR PROJECTS WORK CLASSIFICATION FOR CONTRACTORS

Description:

Interim proposal of a new classification of work to modernize the financial rating methodology and align it with current industry pre-qualification practices.

Discussion:

- The Ministry prequalifies contractors in work classifications and provides them with a Ministry financial rating
- New classification of work for Major Projects (MP) increases a contractor's financial rating, aligning it with surety bonding and other jurisdictions capacity methodologies.
- Target implementation for late summer, early fall 2026 and for upcoming major projects

ROUNDTABLE

- ORBA noted concern about Information Requests and Compensation Requests containing language of “without prejudice” when converted to PDF.
- **Action:** MTO to review language from IRs and CRs

Information Shared for this Meeting

DOCUMENT TITLE	SHARED BY	FORMAT
Major Projects Work Classification for Contractors	MTO	PDF

Next Meeting

October 20, 2026 at ORBA Offices in-person.