



	<u>Name</u>	<u>Company</u>	<u>Stakeholder Category</u>
	Lori O'Doherty	ORCGA	Staff
	Vicki Mitchell (Co-Chair)	Enbridge gas Distribution	Gas/Oil Distribution
Attendees	Dave Lavasseur	TSSA	Regulator
	Gretchen Gordon	Transcanada	Transmission Pipeline
	Cara Santaguida	Enbridge	Gas/Oil Distribution
	Jim Douglas	ORCGA	Staff
	Dennis Bisson	Bell	Telecommunications
	Cortese Longo	Bell	Telecommunications
	Reza Habibollahi	Rogers	Telecommunications
	Jeff Hitchcock (Co -Chair)	Ontario One Call	One Call
	Brice Brown	Hetek Solutions	Equipment Manufacturing & Suppliers
	Bill Sheane	Bluewater Ideas	Equipment Manufacturing & Supplier
	Elena Pilavakis	Ontario One Call	One Call
	Hans Peters	UtiLocate	Equipment Manufacturing & Supplier
	Jason Edwards (Co-Chair)	G-Tel	Locator
	Amanda Hoffman	Accu-Link Call Centres	One Call
Regrets	Corina Emde	Union Gas	Gas/Oil Distribution
	Rich Dekker	PVS	Locator
	Bob McKee	Avertex Utility Solutions	Excavator
	Sylvain Masse	3M Canada	Equipment Manufacturing & Supplier
	Shane Hart	Competers	Equipment Manufacturing & Supplier
	Dave Wulff	Vivax Canada Inc.	Equipment Manufacturing & Supplier
	Al Levy	Promark-Telecon	Locator
	Grant Piraine	On Site Locates	Locator
	Michele Finney	Hydro One	Electrical Distribution
	Rick Bowes	Hydro One	Electrical Distribution

Item#	ORCGA Education & Events Committee Minutes Sept. 23, 2014 9:00 – 3:00 Landscape Ontario, 7856 Fifth Line South, Milton Ontario	Action items
1.0	<p>Welcome and review agenda</p> <ul style="list-style-type: none"> • Jeff and Vicki opened the meeting and welcomed everyone • Round table introductions were made. • Safety moment 	
2.0	<p>Review Education minutes and action items August 18, 2014 Approved: Jeff Hitchcock, Ontario One Call Seconded: Cara Santaguida, Enbridge</p> <p>Review Education minutes and action items June 23, 2014 Approved: Gretchen Gordon, Transcanada Seconded: Dave Lavasseur, TSSA</p> <p>Review Education minutes and action items May 6, 2014 Approved: Reza Habibollahi, Rogers Seconded: Dave Lavasseur, TSSA</p> <p>Review Education minutes and action items Nov. 13, 2013 Action items not completed: Policies and procedures</p> <ul style="list-style-type: none"> • New stakeholder category • CSV demo <p>Review Events minutes & action items from May 13, 2014 Approved: Gretchen Gordon, Transcanada Seconded: Elena Pilavakis, Ontario One Call</p>	

	<p>Review Events minutes & action items from June 2014 Approved: Reza Habibollahi, Rogers Seconded: Dennis Bisson, Bell</p> <p>Review Events minutes & action items from July 4, 2014 Approved: Amanda Hoffman, Accu-Link Seconded: Dennis Bisson, Bell</p>	
3.0	<p>2014 Fall Expo Recap Sept. 18, 2014 Landscape Ontario, Milton Agenda</p> <ul style="list-style-type: none"> • Timing – committee commented on shutting down the expo portion at the start of the last session. To indicate so on the invite • Early start seemed to be welcomed by most. • Those that did oppose seemed to be caught in traffic behind a serious accident on the 401. <p>Seminars 2014</p> <ul style="list-style-type: none"> • 1. Safe Hydro Vac Practices • 2. IHSA • 3 Getting Around Under Ground • 4. The Valid Locate – What constitutes a valid locate? <p>Registration</p> <ul style="list-style-type: none"> • Increased. In 2014 -120 participants In 2015 – 205 participants 70.8% increase • In 2015 have a copy of the agenda and a map of the facility at the registration table • Place 2 copies of the registration list at the table. <p>Volunteers</p> <ul style="list-style-type: none"> • In 2014 we reduced the number of volunteers in comparison to 2013 and volunteers were assigned a job ahead of time. • This seemed to be very successful. • Send out a job description prior to <p>Locate Wheel</p> <ul style="list-style-type: none"> • Having to wheels was a success. <p>Dig Safe Blvd.</p> <ul style="list-style-type: none"> • Add talking pints to each station • What to mention <p>Tent</p> <ul style="list-style-type: none"> • If at Landscape Ontario in the future, move the tent towards the pavement (towards the building) <p>Vendors</p> <ul style="list-style-type: none"> • Much discussion around having vendors • Do we have them? • How do we promote them? <p>Add into all presentations</p> <ul style="list-style-type: none"> • Visit booth # _____ • Visit vendors sponsored by _____ <p>2015 Fall Event</p> <ul style="list-style-type: none"> • Deferred to Nov. 6 meeting 	<p>2015 Fall Expo discussion deferred to Nov. 6, 2014 meeting</p>
4.0	<p>2015 Symposium Recap and Update NEW DATE Feb. 10 – 12, 2015</p> <p>Agenda</p> <ul style="list-style-type: none"> • Confirmed – see attached • Few enhancements incorporated in 2015 Agenda <ol style="list-style-type: none"> 1) Vendor move in on Tuesday mid day 2) Co-chair summary session moved to Plenary session <p>Seminars</p>	

	<ol style="list-style-type: none"> 1. We have pipelines too 2. Ontario One Call 3. Natural Disaster 4. New Technology 5. Toronto Telecom Incident 6. Union Gas and McMaster University <p>Speakers</p> <ul style="list-style-type: none"> • C. Sefton - Your legal obligations, what's changed <p>Turning Technologies</p> <ul style="list-style-type: none"> • Confirmed for 2015 • Presenters are all asked to use this technology to its fullest <p>Give-a-ways</p> <ul style="list-style-type: none"> • This will be looked after by ORCGA staff moving forward <p>Entertainment</p> <ul style="list-style-type: none"> • Western Band approached for the hospitality evening • Murder Mystery for the Gala Evening <p>Sponsorships</p> <ul style="list-style-type: none"> • A number of new sponsorships have been added for the 2015 Symposium 	<p>Volunteer list to be circulated at the Nov. 6, 2014 meeting</p>
5.0	<p>2015 Dig Safe</p> <ul style="list-style-type: none"> • History of Dig Safe was reviewed • 2015 Dig Safe campaign presented • ORCGA will be facilitating 53 Dig Safe events in the month of April 2015 • Looking to increase the number of member initiated days from 40 companies participating in 2013 & 2014 to 100 member companies participating in 2015 • 2-3 new Dig Safe items will be added to the promotional material available. Examples: Sand Tools for CSV Tennis Balls Phone – Card Holder <p>Dig Safe Brochure</p> <ul style="list-style-type: none"> • Reviewed Brochure • A few suggestions made. To be reviewed Nov. 6, 2014 <p>Dig Safe Video</p> <ul style="list-style-type: none"> • Committee agreed that the video could be deferred to 2016 <p>Dig Safe Wallet Card</p> <ul style="list-style-type: none"> • Committee reviewed the current Dig Safe wallet card • Following suggestions were made: <ol style="list-style-type: none"> 1) Remove ORCGA logo for colour code side 2) Separate the Ontario One Call logo. Place the logo on the LH side and the phone number on the RH side 3) Reformat the Dig Safe side. (Increase the font and sizing where possible) • Revised card to be reviewed at the Nov 6 meeting <p>Dig Safe Pens</p> <ul style="list-style-type: none"> • To be reviewed discussed at Nov. 6 meeting in time for Dig Safe 2015 • Remove the calendar • Insert the colour code • Add twitter "digsafeontario" and facebook symbol • Add one call logo – split logo and phone number 	<p>Publications to be reviewed Nov. 6, 2014</p>
6.0	<p>Children's Safety Village 2014 Children's Safety Villages (CSV)</p> <ul style="list-style-type: none"> • Currently we are partnering with 3 Children's Safety Village (Niagara, Kitchener/Waterloo & Brantford) • Partnering with 3 additional CSV's in 2014 (London Windsor and Lambton) • Adding 3 more in 2015 and the remaining 3 in 2016 focusing on jeeps – dig safe, display board & children's books 	

7.0	<p>Member Value Proposition</p> <ul style="list-style-type: none"> • Task team has met and drafted a value proposition • This task team was merged with the Website Task Team 	
8.0	<p>Colouring Book</p> <ul style="list-style-type: none"> • The colouring book is being worked on • Draft revisions to be shown at the Nov. 6 meeting 	
9.0	<p>Websites – ORCGA and Dig Safe</p> <ul style="list-style-type: none"> • Task team has met with ASI and website requirements have been sent to them to implement into the new website. • Oct. 20 – Task team will meet with ASI • Update to be given on Nov. 6 	
10.0	<p>CCGA Best Practice Version 1</p> <ul style="list-style-type: none"> • The ORCGA has been tasked with producing the first CCGA Best Practice Book Version 1.0 (formatting and publication) • Release date is Oct. 28, 2014 at the CCGA Conference. • One copy of CCGA Best Practice Book 1.0 will be mailed to all of the ORCGA member's end of November. • Additional copies will be available for purchase at office@orcga.com 	
11.0	<p>ORCGA Update</p> <p>CCGA Best Practice Version 1 - 2014</p> <ul style="list-style-type: none"> • To be released Oct. 28 at the CCGA Conference • ORCGA members will be mailed a copy of the CCGA BP Book end of November • Additional Copies will be available for purchase by e-mailed office@orcga.com <p>Dig Safe 2015</p> <ul style="list-style-type: none"> • 2015 Dig Safe Kick off will be taking place in all 13 Geographic Councils across the province. • ORCGA Staff will be contacting the Mayors in each of these areas and co-ordinating a “kick-off” event and asking for a proclamation from each Mayor • Work to begin on this following the 2014 Election • ORCGA is planning on 53 Dig Safe Events in 2015 • Aim is to have 100 Member Companies participate in a member initiated Dig Safe Day to promote damage prevention within. <p>Golf 2015 - June 17, 2015</p> <ul style="list-style-type: none"> • 2015 Golf tournament will be held at Deer Creek Golf & Country Club, Ajax, Ontario • We have blocked off 4 – 9's allowing for 288 golfers • In 2014 the tournament was sold out in 10 days with 216 golfers. • Don't delay in registering early 2015 <p>Fall Expo 2014</p> <ul style="list-style-type: none"> • Fall Expo 2014 was held in Milton, Ontario Sept. 2014. • Over 200 people attended and increase in attendance of ?% • Education & Events Committee are reviewing opportunities for 2015 <p>Symposium 2015</p> <ul style="list-style-type: none"> • Feb. 10 – 12, 2015 at Sheraton on the Falls, Niagara Falls, Ontario • Information attached • 50% sold out • Visit orcga.com for more details. <p>Rodeo 2015</p> <ul style="list-style-type: none"> • 2015 Rodeo location has not yet been determined. <p>ORCGA Staffing</p> <ul style="list-style-type: none"> • ORCGA will be hiring a Vice President early 2015. • Posting has come down and interviews scheduled • Vice President will step into the President role mid 2015 • Senior Manager position will be posted early 2015. <p>Membership</p> <ul style="list-style-type: none"> • ORCGA membership drive is in full swing • We are reaching out to all members to promote the ORCGA • We need your help to bring excavators/contractors/utilities to the table • Please e-mail office@orcga.com with any contacts you may have. <p>Publications</p> <ul style="list-style-type: none"> • Education & Events Committee are currently working on revising the following: 	

	<ol style="list-style-type: none"> 1) Dig Safe brochure 2) Colouring Book 3) Dig Safe Wallet card 	
12.0	<p>Round Table</p> <ul style="list-style-type: none"> • No issues or concerns 	
	<p>Next meeting; Nov. 06, 2014 Landscape Ontario, 7856 Fifth Line South, Milton 9:00 am – 3:00 pm</p> <p>Feb. 10th – 12th, 2015 Sheraton on the Fall, Niagara Falls</p>	