



Attendees	Name	Company	Stakeholder Category
✓	Jeremy Cook (Co-Chair)	R&B Construction Services Inc	Engineering
	Grant Piraine (Co-Chair)	Own Your Safety	Safety Organization
✓	Doug Lapp	ORCGA	Staff
✓	Kim Sheppard	ORCGA	Staff
	Kendra Afelskie	City of Ottawa	Municipal & Public Works
	Usman Alam	TransCanada Pipelines	Transmission Pipelines
	Mike Arcuri	PVS Contractors	Locator
	Matthew Aylett	York Region	Municipal & Public Works
	Paul Barrett	City of Cambridge	Municipal & Public Works
	Vince Bellissimo	Timbel Limited	Excavator
	Eric Boere	Halton Region	Municipal & Public Works
✓	Phil Bruni	Enbridge Gas Inc (O/A Union Gas)	Gas/Oil Distribution
	Karl Buchanan	TransCanada Pipelines	Transmission Pipelines
	Randy Byatt	London Hydro	Electrical Distribution
	Michael Bryan	Promark-Telecon	Locator
✓	Gord Campbell	Rogers Communications Canada Inc	Telecommunications
	Michael Carnovale	York Region	Municipal & Public Works
	Tyler Chapin	Hydro One Networks	Electrical Transmission
	Lynn Chaput	T2 Utility Engineers	Engineering
	Joe Cirrilo	City of Toronto	Municipal & Public Works
	Mike Dale	Robert B Sommerville	Excavator
	Greg Davidson	Energy + Inc	Electrical Distribution
	Ruppee Dhillon	Powell Contracting	Road Builder
	Tony Di Fabio	Ministry of Transportation	Engineering
	Colin Donohue	Ox Equipment	Equipment Manufacturers & Suppliers
	Mike Dunleavy	PGC Services	Excavator
	Richard Durrer	Ontario One Call	One Call
	Mike Eeles	TSSA	Regulator
	Greg Epp	Niagara Region	Municipal and Public Works
	Nicole Evans	Top Shelf Solutions	Equipment Manufacturers & Suppliers
	Frank Figliano	City of Toronto	Municipal & Public Works
	Jan Ferguson	Badger Daylighting Ltd.	Excavator
	Ed Francis	City of Toronto	Municipality
	Jim Gilmore	Enbridge Gas Inc	Gas/Oil Distribution
	Gretchen Gordon	TransCanada Pipeline	Transmission Pipeline
	Katie Gotsman	Ontario One Call	One Call
✓	Todd Grinham	Warhorse Locating	Locator
	Gene Grittani	Distinct Infrastructure Group	Excavator
	Reza Habibollahi	Rogers Communications Canada Inc	Telecommunications
	Kevin Hadley	multiVIEW Locates	Locator
✓	Tony Harnett	Enbridge Gas Inc	Gas/Oil Distribution
	Gregory Hart	ComPeters Inc.	Equipment Manufacturers & Suppliers
	Shane Hart	ComPeters Inc.	Equipment Manufacturers & Suppliers
	Christine Hollett	Ontario One Call	One Call
	Bob Hunter (CP)	Steed and Evans	Road Builders
	Darrin Husak	Con-Drain Company (1983) Ltd.	Excavator
	Peter Lamb	Ministry of Transportation	Engineering
	Jeremy Long	Vivax Canada	Equipment Manufacturers & Suppliers
	Dave Martin	Toronto Hydro	Electrical Distribution
	Matt Mayer (CP)	Aecon	Road Builder
	Doug McCallum	Robert B Somerville	Excavator
	Sarah McKeever	Ontario One Call	One Call
	Kevin McKinnon (CP)	Railway Association of Canada	Railway
	Adam Mordaunt	Ontario One Call	One Call
	Joe Morra	City of Toronto	Municipal & Public Works
✓	Maureen Mountjoy	AOLS	Land Surveying



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	Sarah Nardozzi	City of Toronto	Municipal & Public Works
✓	Chris Neate	Planview Utility Services	Engineering
	Anne Newman	Enbridge Gas Inc	Gas/Oil Distribution
✓	Andrew Oliveira	Telecon Design	Engineering
	Bavendan Paramsothy	RV Anderson	Engineering
	Mike Paquette	Energy + Inc	Electrical Distribution
	Paul Pimek	TSSA	Regulator
	Mike Pritchard	Utilities Kingston	Gas/Oil Distribution
✓	Jason Ramkissoon	multiVIEW	Locator
	Ian Reece	IHSA	Safety Organization
	Ron Rooke	City of Cambridge	Municipal & Public Works
✓	Cory Ruitter	Alectra Utilities (PowerStream)	Electrical Distribution
	John Scaife	Urban X	Engineering
	Ruhi Sharma	Ministry of Labour	Regulator
	Darcee Shinn	Spring Grove Hydro Excavation	Excavator
	Andrew Stone	D’Orazio Group	Excavator
✓	Landon Tait	Stantec Consulting Ltd	Engineering
	Raffaello Taurino	Clearway Construction	Excavator
	Mark Thompson	Enbridge Gas Inc	Gas/Oil Distribution
	Nathaniel Ticar	Rogers Communications Canada Inc	Telecommunications
✓	John Todorovski	TSSA	Regulator
	Kent Trolley	Hydro One Networks	Electrical Transmission
	Dina Van Veen	Alectra Utilities (Enersource)	Electrical Distribution
	Sat Viridi	TSSA	Regulator
	Chris Whetstone	City of Cambridge	Municipal & Public Works
✓	Derek Whiteman	Toronto Hydro	Electrical Distribution
✓	Kyle Winters	ComPeters Inc	Equipment Manufacturers & Suppliers
	Steve Zacchigna	TSSA	Regulator

1. Welcome:

Jeremy opened the meeting. Roundtable introductions

2. Reviewed Previous Minutes:

Motion to accept Previous Meeting Minutes: MOVED: Gord Campbell;
SECONDED: Phil Bruni; **MOTION CARRIED**

3. Reviewed Action items arising from previous minutes

- TR Proposal procedure: Task team setup at National Committee to review TR process: how to speed up transmission and flow
- See individual task teams for updates

4. CCGA National BP Committee Update

- Committee met May 16, no new TR’s
- Task team was setup to review TR process using electronic means – how to speed up transmission and flow.
- Seven TR’s in process – presenting at Symposium

5. Preserving The Marks: Task Team Update – Gord Campbell

- Reviewed updated proposal – see attached
- Took feedback and softened up wording so we are not telling them what to do; content has not been compromised
- ‘Where practical’ substituted for the ‘how’
- Consensus received to resubmit to National Committee

Action: Gord Campbell to resubmit proposal to National Committee.



6. Writing a Best Practice: Task Team Update – Jeremy Cook

- Expanded search seeking an umbrella definition, there are various published opinions
- Reviewed 'What vs How'
- Reviewed difference between practice and procedure

Discussion

- Could submit to National Committee as a mini white paper/guideline – enhancement/supplement of current form.
- Discussed word 'Best'
- Current CGA BP written with same grammar consistency
- Definition could turn into a guideline for writing a Best Practice.
- The word 'should', means a good idea but you don't have to do it.
- Looking for the overview. This is how you progress.
- Not trying to define step by step

Action: Add Maureen Mountjoy to task team.
Meet and update

7. Clearances: Task Team update – Phil Bruni

- Reviewed updated proposal – see attached
- Eliminated word 'conditional'. Conditional is clearance but it can have conditions of limits.
- Should 'clear within' be mentioned?
- A clearance counts as a locate but is not the same as a locate report and would count as written notification.
- Practice Description is okay.
- Discussed positive response – 4-9
- Suggested new Practice Statement: When an owner or its agent issues a notification that the dig area is clear of its buried infrastructure or 'clear to dig', this constitutes a positive response to the locate request.

Action: Group will meet and update

8. Private Locates: Task Team update – Grant Piraine

- Reviewed draft Private Locate proposal – see attached
- If private is being defined, what is public?
- Wording needs to include public property in Ontario not just private property
- Document is good from a training perspective. Step by step document.
- A Best Practice should not tell organizations how to hire – Private Locator or competent person
- Focus on excavator's need to obtain/confirm:
 - Authorization for private locates
 - Competence of locator
 - Completeness of locates

Action: Group will meet and update

9. Complete Locate Package: Task Team Update – Tony Harnett

- Deferred to next meeting
- Working towards a revision to an existing Best Practice: what an excavator should have onsite
- Complete package, confirmation response that each party has been notified

Action: Group will meet and update

10. Definition of Hand Digging: Task Team Update – Phil Bruni

- Reviewed updated proposal – see attached
- Definition for Glossary of Best Practices
- Z247 has a definition which trumps other definitions
- Consensus: Best solution is to go with the same wording as Z247 to present to National Committee

Action: Update for submission to National Committee



11. ORCGA Update

- Reviewed GC meeting – attendance and presentations
- Best Practices books – handed out to committee members present
- Reviewed DIRT Report and Ontario One Call's reporting incentive program
- Reviewed DPT and Excavator training. Regrouping of Committee.
- Reviewed Dig Safe focus – Proclamations & Flag raisings, Canada Blooms show, Safety Day activities
- ORCGA has hired an Event Planner
- Upcoming events:
 - 2020 Damage Prevention Symposium – Ottawa – Fairmont Chateau Laurier – February 11-13
 - Golf Tournament: June 27 – Station Creek Golf Club
 - Locate Rodeo: August 15-16 – Durham College
- Best Practices sessions will continue at the fall GC's

12. Roundtable:

- No items

11. Adjournment:

Meeting adjourned:

Next Meeting Date: November 7, 2019 – 9:00 am – 2:30 pm

Meeting Location: Landscape Ontario – 7856 Fifth Line South – Milton, ON