



<b>Attendees</b>	<b>Name</b>	<b>Company</b>	<b>Stakeholder Category</b>
✓	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
✓	Mike Arcuri	PVS Contractors	Locator
✓	Paul Barrett	KorTerra Inc	Equipment Manufacturers & Suppliers
	Vince Bellissimo	Timbel Limited	Excavator
	Eric Boere	Halton Region	Municipal & Public Works
✓	Phil Bruni	Enbridge Gas Inc (O/A Union Gas)	Gas/Oil Distribution
✓	Gord Campbell	multiVIEW Locates	Locator
✓	Tyler Chapin	Hydro One Networks	Electrical Transmission
	Leora Chiprut	City of Toronto	Municipal & Public Works
	Greg Davidson	Energy + Inc	Electrical Distribution
✓	Ruppee Dhillon	Powell Contracting	Road Builder
	Mike Eeles	TSSA	Regulator
	Michael Elia	Enbridge Pipelines	Transmission Pipeline
	Greg Epp	Niagara Region	Municipal and Public Works
✓	Adam Garbe	PVS Contractors Inc	Locator
	Jim Gilmore	Enbridge Gas Inc	Gas/Oil Distribution
	Gretchen Gordon	TC Energy	Transmission Pipeline
✓	Katie Gotsman	Ontario One Call	One Call
	Reza Habibollahi	Rogers Communications Canada Inc	Telecommunications
✓	Tony Harnett	Enbridge Gas Inc	Gas/Oil Distribution
	Shane Hart	ComPeters Inc.	Equipment Manufacturers & Suppliers
	Christine Hollett	Ontario One Call	One Call
	David Holden	Toronto Hydro Electric Systems	Electrical Distribution
	Bob Hunter (CP)	Steed and Evans	Road Builders
✓	Darrin Husak	Con-Drain Company (1983) Ltd.	Excavator
✓	Emily Ingram	City of Cambridge	Municipal & Public Works
	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
✓	Maureen Mountjoy	AOLS	Land Surveying
	Sarah Nardozzi	City of Toronto	Municipal & Public Works
✓	Matthew Neundorf	Ministry of Labour	Regulator
✓	Andrew Oliveira	Telecon Design	Engineering
	Mike Paquette	Energy + Inc	Electrical Distribution
	Jason Ramkissoon	multiVIEW	Locator
	Ian Reece	IHSA	Safety Organization
	Cory Ruitter	Alectra Utilities (PowerStream)	Electrical Distribution
	Mike Sanford	TSSA	Regulator
	John Scaife	Urban X	Engineering
	Andrew Stone	Clearway Construction	Excavator
✓	Landon Tait	Stantec Consulting Ltd	Engineering
	Raffaello Taurino	Clearway Construction	Excavator
	Mark Thompson	Enbridge Pipelines Inc	Gas/Oil Distribution
	John Todorovski	TSSA	Regulator
	Kent Trolley	Hydro One Networks	Electrical Transmission
	Sarah Ward	Utilities Kingston	Gas/Oil Distribution
	Derek Whiteman	Enbridge Gas Inc	Gas/Oil Distribution
✓	Kyle Winters	ComPeters Inc	Equipment Manufacturers & Suppliers
	Jondon Wilson	Hydro One	Electrical Transmission



**1. Welcome:**

Jeremy opened the meeting.  
Reviewed agenda

**2. Reviewed Previous Minutes:**

**Motion to accept Previous Meeting Minutes with change: 'monument': MOVED:** Gord Campbell;  
**SECONDED:** Grant Piraine; **MOTION CARRIED**

**3. CCGA National BP Committee Update**

- Committee met June 2020,
- Continued loop with TR's – only 3 Regional Partners providing feedback
- CCGA Symposium will be virtual – Digging Deeper Digital Education & Networking Series
- Flip version of Best Practices will be made available on website – no release date

**5. CCGA Best Practices Proposals – For Comment**

TR 2018-082 (SCGA BP 4 NEW) – Practice of Secondary Locates

- No formal response from SCGA to our response: 'Do not see this as a separate Best Practice. Suggest SCGA look at modification to BP 4-11 to add what they feel the BP lacks.'
- Reviewed comment from ABCGA
- Discussed term 'secondary locates'
- **Response:** Reviewed feedback and stand by our previous response.

TR 2018-083 (SCGA BP 3-15) Damage Investigation and Reporting NEW

- No formal response from SCGA to our response: 'Notwithstanding ORCGA's previous response, 3-15 should be about damage investigation; 4-13 should be about notification'
- Reviewed comment from ABCGA
- **Response:** Reviewed feedback and stand by our previous response.

TR 2019-085 (ORCGA BP 4-16 Revised) – Marking Preservation

- Discussed SCGA's comments – removal of 'should' in Practice Statement and shortening the Practice Description
- The point of the Best Practices is to make it understandable for the reader
- What vs how is an indicator of whether the content is appropriate
- **Response:** We have reviewed and noted feedback but feel the Practice Statement is relevant and grammatically correct. The Practice Description does not need to be edited.

TR 2020-086 (ORCGA BP 4-11 Revised) – Locate Verification

- Reviewed ABCGA's response: Rejected TR. What is the reason for rejecting?
- Reviewed SCGA's response
- Discussed 'complete locate package', not a term in the Best Practices
- Colour code point is not being addressed at this time
- **Response:** Proposing slightly revised, Practice Description, see below revision in red:

• **4-11: Locate Verification ~~NEW~~ REVISED**

• **Practice Description:**

Upon arrival at the excavation site prior to beginning the excavation, the excavator ensures that all locates have been received and a Complete Locate Package (all locates and supplementary documentation provided about the request including the Notification Service's Locate Request Confirmation) is on site by cross referencing the Notification Service's Locate Request Confirmation to ensure a response was received from all Facility Owners listed. Also, that the limits of each locate are clearly identified on the locate form. The excavator verifies that all facilities have been marked, reviewing colour codes if in doubt. The excavator checks for readily visible signs of underground facilities, such as pedestals, risers, meters, new trench lines and service feeds from buildings and homes. Where readily visible evidence of unmarked facilities exists, the excavator contacts the project owner to get them located. Use of a pre-excavation checklist is recommended by insurers and practiced by responsible excavating contractors.



TR 2020-087 (ORCGA BP 3-17) – The Located Area – New

- Reviewed ABCGA's response
- Reviewed SCGA's response
- The exclusion zone is the same thing as the tolerance zone
- Best Practice is designed to give the excavator a heads up that something is in the zone
- ABCGA & SCGA are confusing the intent with hand dig zone
- **Response:** We have reviewed and noted your comments but feel the Practice Description should remain as is.

TR 2020-088 (ORCGA Glossary Addition)

- ABCGA agreed to the glossary addition

TR 2020-089 (ORCGA 4-2) Privately Owned Facility Awareness

- Discussed ABCGA's response: Agrees with Practice Statement, disagrees with Practice Description. Did not provide a rationale for shortening the Practice Description
- Discussed SCGA's response
- **Response:** We have reviewed and noted your comments but feel the Practice Description should remain as is.

TR 2020-090 (ORCGA 2-33 NEW) – Types of Clearances

- Discussed SCGA's response
- The purpose of the Best Practice is to bring clarity to the term 'clearance'.
- Would appreciate any feedback on terminology differences; COCC & OOC

**6. ORCGA Update**

- Reviewed Excavator Training Program
- Discussed Covid-19 protocol
- 2021 Damage Prevention Symposium will be a virtual event in February – (4) ½ day events over 2 weeks
- Fall GC's tentatively scheduled for November & December – invitations to follow
- Ear to the Ground – late locates theme
- Reviewed Late Locate issue in parallel with OOC

**7. Roundtable:**

- Darin Husak: Question on meeting dates for working group - Health & Safety Act - Construction Regulations.

**8. Adjournment:**

Meeting adjourned:

Next Meeting Date: TBA – 2021 ORCGA Damage Prevention Symposium