

Ontario One Call

Compliance Committee Meeting – Minutes

Meeting Date: Tuesday March 7th, 2017
Location: Conference Call
Time: 10:00am – 11:00pm

In attendance: Jane Albert, Hane Chung, Guy Howell, Alain Laplume, Guri Pannu, Louise Cottreau, Steve Waugh (Manager of I.C.), Rob Matthews (Investigator), Ben Hamilton (Executive Director/ Secretary of the Board)

Absent: None
Absent with regrets: None

1. Meeting Opening

Steve Waugh

- 1.1 Call to Order – 10:00 am
- 1.2 Confirmation of Quorum – 10:05 am
- 1.3 Review of Previous Minutes *N/A*
- 1.4 Motion to approve previous meeting minutes as written *N/A*
- 1.5 Review of action items *N/A*

2. Chair Items *N/A*

3. Matters for Discussion

All

3.1 Review of Policies

Q – Late Locates – is there a threshold, which would trigger/identify a Late Locate Matter?

A – Various items are taken into account i.e.:

- 1. amount of non-compliance, relative to a member's overall volume of requests
- 2. duration of non-compliance beyond the statutory time frame
- 3. impact of non-compliance on excavators and other stakeholders
- 4. impact of non-compliance on other members

No specific number or percentage is used/ is to be used (at this point in time) in order to determine a threshold to initiate Compliance Action.

Tools such as the number of complaints and 360 data report can aid Compliance in identifying the impact to excavators/members and the size of the matter.

Q – Late Locates – What if a member makes changes in the hopes that it would resolve the matter and no improvement is observed?

A – Any improvement subsequent to the period in question does not constitute a “cure period” or an action that may mitigate the consequence of the previous non-compliance.

Q – Late Locates – How are complaints recorded?

A – All relevant complaints are recorded in the Compliance Data Base. They would be an indication of the impact to excavators/members.

Q - Late Locates – How do renegotiations play into Late Locate matters?

A – Under the Act an excavator and member may agree to another timeframe. After the date of the agreed upon completion date has passed the locate is then considered late (the clock starts).

Q – 360 Feedback – Where do the membership as a whole stand on responding to 360 Feedback

A – Most members are responding to the system, correctly. Currently the matter is being brought to the member(s) that have been identified as possibly not responding. Majority of these members are considered medium to small sized members.

Q – Excavation without Locate(s) - Is On1Call taking a position that an excavator who is a subcontractor of a member whom is caught digging without locates, is that member accountable?

A – Compliance may either: refer the matter to another regulator (i.e. TSSA, MOL. Etc.) and/or identify the matter to the member of the circumstance.

4. Matters for Decision *N/A*

5. Round Table *N/A*

6. Meeting Finalization

6.1 Confirmation of next meeting date/location

To be a face to face date and time to be determined

Agenda may include election of Chair/Vice Chair, timeframe for a training session with a litigation lawyer regarding hearing procedure.

6.2 Meeting Adjournment – 10:46 am

6.3 Motion to adjourn meeting *N/A*