

CITY OF VAUGHAN

**EXTRACT FROM COUNCIL MEETING MINUTES OF DECEMBER 13, 2016**

Item 6, Report No. 43, of the Committee of the Whole, which was adopted without amendment by the Council of the City of Vaughan on December 13, 2016.

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**ALTERNATE LOCATE AGREEMENTS**

The Committee of the Whole recommends approval of the recommendation contained in the following report of the City Manager, the Director of Environmental Services and the Director of Transportation Services, Parks and Forestry Operations, dated December 6, 2016:

**Recommendation**

The City Manager, the Director of Environmental Services and the Director of Transportation Services, Parks and Forestry Operations in consultation with the Director of Legal Services and the City Clerk, recommend:

1. That the Director of Environmental Services and the Director of Transportation Services and Parks and Forestry Operations, and their designates, be authorized to enter into Alternate Locate Agreements (ALAs) on behalf of their respective departments.

**Contribution to Sustainability**

N/A

**Economic Impact**

In order to complete “a locate”, which requires the City to locate underground infrastructure, the cost component for water and wastewater infrastructure includes staff resources, a software program to manage communications with the excavator requesting the locate and Ontario One Call (ON1Call) who manage the program. For streetlight infrastructure and traffic signal infrastructure locates, a contractor performs this service.

The estimated total cost to complete a locate for water and wastewater infrastructure, is \$35/locate. Preliminary analysis has confirmed that approximately 8% of our current locate requests could be eliminated by entering into ALAs. This would result in an estimated annual savings of \$33,160 for the Environmental Services Department.

The estimated total cost to complete a locate for the City’s streetlight infrastructure is \$ 19.00/locate and for the traffic signal infrastructure is \$ 60/locate. This would result in an estimated annual savings of \$ 118,560 for the Transportation Services and Parks and Forestry Operations Department.

**Communications Plan**

As a member of ON1Call, the City of Vaughan would request support of ON1Call to assist with communicating to excavators. On1Call would assist with creating awareness among excavators of the availability of ALAs in Vaughan and with the education on the process of executing them.

**Purpose**

The purpose of this report is to receive approval for Environmental Services and Transportation Services, Parks and Forestry Operations to enter into ALAs.

**Background – Analysis and Options**

The City of Vaughan receives notification requests of proposed excavations that may affect our underground infrastructure such as water and wastewater/stormwater piping, streetlight and traffic signal wiring.

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Ontario One Call (ON1Call) was formed in 1996 to establish a call centre that receives excavation locate requests for underground facilities within the vicinity of the proposed excavation. ON1 Call was mandated under the *Ontario Underground Infrastructure System Act* in 2012 to operate a one call system to receive excavation requests for the location of underground infrastructure in Ontario. As a member of ON1Call, the City of Vaughan receives locate requests for underground infrastructure, such as streetlights as well as water, wastewater and storm water piping.

#### **City of Vaughan perform the locate request once a request has been made to ON1Call.**

A locate involves staff time in reviewing drawings and then marking the location of underground infrastructure in the vicinity of the proposed excavation. Staff utilize a software program to communicate locate information to the excavator. In addition, staff visit the site and physically mark the location of the underground infrastructure with paint markings.

#### **An Alternate Locate Agreement (ALA) advises the excavator that a traditional field locate from the ON1Call member is not required.**

ALAs typically only apply to excavation work that is deemed low-risk to the ON1Call member's infrastructure (i.e. hand digging, vacuum excavation, etc.). When the excavator contacts ON1Call using a special Contractor ID, the member in question does not receive the locate request and instead the notification system will advise the excavator that traditional field locates will not be completed pursuant to their ALA. The ALA is an agreement that the ON1Call member and excavator enter into once they have agreed upon all of the relevant terms. The ALA is approved by the Ministry of Labour and is a responsibility of both the excavator and the ON1Call member.

The benefits to ALAs include:

- Time and money savings for the municipality. The City of Vaughan anticipates that 8-10 % of our water and wastewater infrastructure locate requests could be covered by ALAs.
- Better customer service for excavators performing low risk excavations.

To date there are 28 ON1Call members providing ALAs to 151 excavators, which have avoided the need for 137,000 locates to be performed. Municipal members among this group include Kingston Utilities and the cities of Ottawa, Guelph, Hamilton and Brampton.

#### **ALAs would only be entered into with excavators that are performing low risk work near the City's underground infrastructure.**

Low risk work would be considered hand digging where the excavation will be conducted using hand tools without the use of pneumatic hand tools and will not exceed a maximum depth of thirty (30) centimeters from original grade. Another low risk type of work would be hydro vac excavation where water pressure is used to remove soil. A maximum water pressure for straight tip nozzles and spinning tip nozzles as well as maximum temperature would set as conditions for hydro vac work.

Once the excavator and the City have entered into an ALA, ON1Call would provide training to the excavator and the ALA would take effect. The process for initiating a locate under an ALA would remain the same with the excavator contacting ON1Call to obtain clearance. ON1Call would recognize the contractor codes linked to the City's On1Call account and would advise the excavator that traditional field locates will not be completed pursuant to their ALA. ON1Call would then provide the formal clearance to the excavator. The City would review the behavior of the excavator on a periodic basis to ensure it is in compliance with the ALA.

ALAs do not release the excavator of any liability for damage to the underground infrastructure or property of any third party or related personal injury arising from the excavation.

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**Relationship to Term of Council Service Excellence Strategy Map (2015 – 2018)**

ALAs align with the following components of the service excellence strategy map:

- Term of Council priorities – Continue to ensure the safety and well-being of citizens and invest, renew and manage infrastructure and assets.
- Take measures to meet a 3 % reduction in operating budget.

**Regional Implications**

There are no regional implications as a result of this initiative.

**Conclusion**

The City of Vaughan receives notification requests of proposed excavations that may affect underground infrastructure such as water and wastewater/storm water piping as well as streetlight and traffic signal wiring. Staff review drawings and then mark the location of underground infrastructure in the vicinity of the proposed excavation prior to the excavation commencing. Approximately 8-10 % of proposed excavations in the City of Vaughan are for low risk excavations that won't impact underground infrastructure given their nature. An alternate locate agreement is executed by the municipality and the excavator to signify that a traditional field locate is not required. ALAs result in time and money savings for the municipality and better customer service for excavators performing low risk excavations.

**Attachments**

N/A

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