

JUN 25 2018



Dear Mayor or Council Member,

You are receiving this mailing because you have a TransCanada-operated pipeline in your area. We encourage you to spend a few moments reading the information enclosed and familiarizing yourself with the function, purpose and safety of the pipeline and how you as a public official can maintain the integrity of underground utilities. Please provide this information to your Chief Administrative Officer to share with the appropriate departments.

**Preventing Pipeline Damage.** There are three steps government entities can take to help in the prevention of damage to underground utilities, including natural gas or oil pipelines:

1. Avoid building structures on pipeline rights-of-way. TransCanada and other pipeline operators need access to their rights-of-way for maintenance and emergency response.
2. Require all employees and contractors to request a locate by contacting their local One-Call Centre either by phone or online at [www.clickbeforeyoudig.com](http://www.clickbeforeyoudig.com) before excavating.
3. Always report damage of a utility to the local One-Call Centre and the utility operator. Unreported and even minor damage has the potential to cause long-term damage to pipelines.

**Emergency Preparedness and Response.** Although pipeline leaks and ruptures are rare, it is important that you know how to respond in the event of an incident. Make sure you have a coordinated plan with pipeline operators, local emergency management officials and HAZMAT.

**Land Use and Urban Development.** It is important to consider the location of pipelines and other underground utilities for land development and urban planning in your community. Look for pipeline marker signs which indicate a pipeline is in the area and always contact the One-Call Centre before any excavation.

**Responding to Public Inquiries.** Our effectiveness studies have shown that the public relies on local government for safety information. Constituents in your jurisdiction may contact you with questions about underground utilities (where they are, who operates them, etc.). It is important to remind the public to always contact the local One-Call Centre before beginning any excavation deeper than 30cm. For questions about TransCanada's pipelines in particular, please direct them to our website at [www.transcanada.com](http://www.transcanada.com) or provide our contact information (listed below).

**Information on TransCanada's pipelines can be found online and in the brochure included in this mailing.** If you would like additional or digital copies of our materials, or if require more information, please email [public\\_awareness@transcanada.com](mailto:public_awareness@transcanada.com), or call our General Inquiries line at 1.855.458.6715.

Sincerely,

TransCanada's Public Awareness Team