



**WPAC Safety Committee  
February 10th, 2021, Conference Call  
Minutes & Action Items**

Recorded by Cherie Whelan

**Attendees:**

First name	Last name	Company
Chris	Cloney	Dust Safety Science
Chris	Zuberec	BFL Canada
Corey	Gardner	Tolko Industries
Daryl	Davidson	Pacific BioEnergy
Fahimeh	Yazdanpanah	WPAC/ UBC
Frank	Wall	Premium Pellet Ltd.
Gordon	Murray	Wood Pellet Association of Canada
Grace	Cox	Canfor
Greg	Rye	West Fraser
Jeff	Johnston	Pinnacle Renewable Energy
Jeff	Mycroft	Fike Canada Inc.
Jimmy	Boudreau	Canfor
John	Swaan	FutureMetrics
John	Arsenault	Quebec Wood Export Bureau
Jorgen	Dehlbom	Firefly
Karen	Blomme	Princeton Standard Pellet Corporation
Michael	Fantillo	Sinclar
Mike	Adams	Canfor
Miles	Wright	Great Northern Timber
Nathan	Bond	Skeena Bioenergy Ltd.
Rene	Landry	Shaw Resources
Robert	Boyd	Shaw Resources
Scott	Bax	Pinnacle Renewable Energy
Shahab	Sokhansanj	UBC -Biomass and Bioenergy Research Group
Shawn	Gamble	Platinum Pellet
Todd	Bjorgen	Pinnacle Renewable Energy
Bill	Laternus	BC Forest Safety Council
Cherie	Whelan	BC Forest Safety Council

**1. Call to Order & Introduction**

Scott Bax called the meeting to order at 11:01am.

**2. Approval of the Agenda**

Agenda is approved.

**3. Approval of the Minutes of Previous Meeting**

The minutes of the January 13<sup>th</sup>,2021 are approved.

**4. Discussion of Action Items**

a. **Safety Foundations Webinar Series-** Fahimeh and Gordon provided an update:

- All 6 videos have been recorded, editing completed and have been reviewed. Finalizing the dates for each webinar and they will be sent out soon. Targeting first on for first couple of weeks in March.
- Will be able to watch live or recorded and will be available 24/7. The live sessions will have the presenter available for Q&A. All Webinars will have a quiz and attendees will get a certificate for each webinar and then one upon completion of all six.
- Will start marketing next week through Canadian Biomass. BCFSC will also share info.
- WorkSafeBC and UBC are sponsors.

**ACTION: Safety Foundations Webinar Series:** Fahimeh provide an update at the next meeting.

b. **Plant Operator Training:** Todd Bjorgen provided update. Industry Committee review in progress. Group is currently going over assessment criteria with a goal to complete by March 15, 2021. Increasing weekly meeting time from 60 minutes to 90 minutes to work through it. Once the assessment criterion is completed, next step is to field test. Once that is completed and feedback incorporated next steps to identify and develop training to support the competencies.

**ACTION: Steve Mueller/Todd Bjorgen to provide update at next meeting**

c. **Bed Dryer Working Group** (in agenda, see below)

d. **2021 Workplan-** (in agenda, see below)

e. **Critical Control Implementation Project:** (In agenda, see below)

f. **Safety Share:**

- February 2021- Fahimeh Yazdanpanah in agenda
- March 2021- Steve Mueller
- April- Daryl Davidson

**5. Bed Dryer Working Group Update:**

Fahimeh provided an update. Article published in Canadian Biomass, link here:

<https://www.canadianbiomassmagazine.ca/key-takeaways-from-wpacs-belt-dryer-symposium/>

Skeena, Canfor and Pinnacle provided volunteers. Frank Wall and Pinnacle Rep(tbd) to co-chair. Kick off meeting planned for next week. Next steps are to establish a workplan.

**ACTION: Add as a standing agenda item to report progress.**

**6. 2021 Workplan: Gord Murray & Fahimeh Yazdanpanah**

Gord Murray provided an update and shared the 2021 workplan. Reviewed with WorkSafeBC and they liked it and thought that it was aggressive. Gord asked if there were any changes from the workplan distributed before the meeting. Members approved for 2021. Next steps to publish on website, send to WSBC and write an article for Canadian Biomass for distribution. (See attachment #1: 2021 WPAC Workplan)

**ACTION: Gord to arrange for an article for Canadian Biomass and will forward to BCFSC for distribution**

**ACTOIN: Gord to arrange for publishing 2021 workplan on website and distribute to WSBC**

7. **Critical Control Implementation Project (CCIP) update:**

Cherie W. and Bill L provided an update. Pac-Bio is planned for February 22, 2021. Meadowbank is scheduled for end of February but plans not finalized yet. BCFSC met with WSBC to review the level of detail expected for the submissions and shared the content in the meeting (see Attachment #2).

There will be an article coming out next month in Canadian biomass about the project.

Resources currently under development to help sites with the Bowtie Validation activities and Critical Control ID and activities summaries. Resources planned to be available for mid march. Delay with these resources due to the pilot for Premier having to be delayed because of COVID restrictions.

**ACTION: Critical Control Implementation Project** Cherie Whelan to provide update at next meeting

8. **WorkSafeBC Innovation at work Grant proposal-** Gord Murray provided an update on the WSBC Innovation at Work Title being jointly submitted with WPAC, BCFSC and Dalhousie University. The title of the project is *“Integrating Process Safety Management into Canadian Wood Pellet Facilities that Generate Combustible Wood Dust”*. It will look at ways to take the learnings/info from the current project and incorporate into framework for a process safety management system for wood pellet producers in B.C. Cherie W. indicated that WorkSafeBC Process Safety Team had been made aware of the proposal and indicated that they have spoken to their senior leadership about it. Proposal is due on February 12, 2021 and is almost ready to go (update, proposal submitted, and WSBC has confirmed receipt).

9. **Safety Share:** Fahimeh provided Safety Share. She has been built a presentation that provides details and history of all the work and resources that have been developed since WPAC Safety Committee has been formed. The document provides links to all the videos, conference info, resources, etc. so that anyone will be able to easily access the information. Comments that this committee has been very active and produced a lot of useful information and that this is a great way to showcase it and to make it readily available. Plan is to have on the Canadian Biomass site and BCFSC once completed.

**ACTION: Fahimeh to finish WPAC resource document and arrange for posting on Canadian BioMass and BCFSC website**

**ACTION: Next Safety Shares:**

March 2021- Steve Mueller

April 2021- Daryl Davidson

10. **Other Business:**

Scott Bax indicated that there had recently been 2 WSBC inspections at Pinnacle facilities and that other wood pellet producers should expect inspections related to combustible dust. There were no orders issued and the visits focused on combustible dust and how it was managed.

11. **Next Meeting** is currently scheduled for **Wednesday, March 10<sup>n</sup> 2021** at 11:00 a.m. PST. Meeting adjourned at 11:47am.

WPAC Safety Committee Meeting Minutes

Actions arising from meeting:

Meeting Date	Action Item	Accountable
Feb-21	<b>Safety Foundations Webinar Series:</b> Fahimeh provide an update at the next meeting.	Fahimeh Yazdanpanah
Feb-21	<b>Plant Operator Training:</b> Steve Mueller/Todd Bjorgen to provide update at next meeting	Steve Mueller/Todd Bjorgen
Feb-21	<b>Bed Dryer Working Group Update:</b> Add as a standing agenda item to report progress	Cherie W
Feb-21	<b>2021 Work plan:</b> Gord to arrange for an article for Canadian Biomass and will forward to BCFSC for distribution	Gord Murray
Feb-21	<b>2021 Work plan:</b> Gord to arrange for publishing 2021 workplan on website and distribute to WSBC	Gord Murray
Feb-21	<b>Critical Control Implementation Project</b> Cherie Whelan to provide update at next meeting	Cherie Whelan
Feb-21	Fahimeh to finish WPAC resource document and arrange for posting on Canadian BioMass and BCFSC website	Fahimeh Yazdanpanah
Feb-21	<b>Safety Share:</b> March 2021- Steve Mueller April 2021- Daryl Davidson	Steve Mueller Daryl Davidson