



**WPAC Safety Committee**  
**June 09<sup>th</sup>, 2021, Conference Call**  
**Minutes & Action Items**

Recorded by Cherie Whelan

**Attendees:**

First name	Last name	Company
Bob	Boyd	Shaw Resources
Chris	Zuberec	BFL Canada
Daryl	Davidson	Pacific BioEnergy
Dustin	Meierhofer	BC Forest Safety Council
Fahimeh	Yazdanpanah	WPAC/ UBC
Frank	Wall	Premium Pellet Ltd.
Gordon	Murray	Wood Pellet Association of Canada
Greg	Rye	West Fraser
Jeff	Johnston	Pinnacle Renewable Energy
Jeff	Mycroft	Fike Canada Inc.
Jeremy	Slaunwhite	Rembe Inc.
Jimmy	Boudreau	Canfor
John	Swaan	FutureMetrics
John	Arsenault	Quebec Wood Export Bureau
Karen	Brandt	Brandt Strategy Inc.
Luc	Cormier	Jensen Hughes
Michael	Fantillo	Sinclar
Michael	Papp	Timken Canada LP - Prince George rep
Miles	Wright	Great Northern Timber
Phillipe	Landry	J.D. Irving, Limited
Rene	Landry	Shaw Resources
Scott	Bax	Pinnacle Renewable Energy
Shahab	Sokhansanj	UBC -Biomass and Bioenergy Research Group
Shawn	Gamble	Platinum Pellet
Steven	Mueller	Pinnacle Renewable Energy
Todd	Bjorgen	Pinnacle Renewable Energy
Travis	McCue	Canfor
Bill	Laternus	BC Forest Safety Council
Cherie	Whelan	BC Forest Safety Council

**1. Call to Order**

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

**2. Attendance, welcome and governance**

Scott Bax provided an update on his departure from Pinnacle as a result of recent organizational changes because of the Drax acquisition of Pinnacle Pellets.

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Gordon Murray indicated that WPAC asked that Scott continue to stay on to chair the WPAC Safety Committee. Scott will also continue to represent WPAC's interest as a director on the BCFSC Board of Directors.

Scott provided his new email [scott.bax@gmail.com](mailto:scott.bax@gmail.com) for anyone wanting to reach him.

### 3. Approval of the Agenda

Agenda is approved.

### 4. Approval of the Minutes of Previous Meeting

The minutes of the May 12<sup>th</sup>, 2021 are approved.

### 5. Discussion of Action Items

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

- See link to WPAC Safety Foundation Webinar Series here <https://www.pellet.org/webinars/wpac-safety-foundation-webinar-series/>
- Learners will be able to complete and get certificates for each webinar and a certificate at the end to show completion of all six.
- Two are available now:
  - i. Bow Tie Analysis (I): Using Bow Tie Analysis to Assess Combustible Dust Hazards and Controls
  - ii. Bow Tie Analysis (II): Using Bow Tie Analysis for Critical Controls Management
- Next 4 are being rolled out every two weeks:
  - i. Human Machine Interface (HMI) (I): Situation Awareness & Effective Alarm June 15, 2021
  - ii. Human Machine Interface (HMI) (II): Situation Awareness & Effective Alarm June 29, 2021
  - iii. Safe Handling and Storage of Biomass Part I (Off-gassing, Self-heating and Silo fire): Fahimeh Yazdan Panah July 13, 2021
  - iv. Safe Handling and Storage of Biomass Part II (Combustible Dust and Combustible Gas): Jeff Mycroft (Fike) July 27, 2021
- WorkSafeBC was provided the information on the webinars should see this work to support the industry.
- WorkSafeBC and UBC are sponsors.
- Gordon Murray asked the WPAC Safety Committee if it could access the BCFSC Levy funds for \$15k to offset some of the costs for the content. Committee approved request
- Request that all members share within their respective networks.

**ACTION: Safety Foundations Webinar Series: All members asked to share within respective networks**

**ACTION: Safety Foundations Webinar Series Fahimeh to provide stats on numbers of people completing webinars at next meeting**

b. **Best Practice Fibre Pile Management:** Bill Laturnus provided and update.

- Work is almost complete
- Interview with Shahab complete.

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- Safety Alert and Crew Talk developed and working on a White paper from the best practice draft document.
- Will be putting content into a WPAC Resource page.
- Specific Regulations will be included in resources.
- Sample Safe Work Procedures for Fibre Pile Management will be developed. Request that anyone with existing procedures to forward to [blaturnus@bcforestsafe.org](mailto:blaturnus@bcforestsafe.org)
- Will also generate an article for Canadian Biomass and Forest Safety News.
- Comment that this information is relevant for industries beyond wood pellet sector and will be sharing this across other sectors.

**ACTION: Best Practice Fibre Pile Management** Members to forward SWP's for Fibre Pile Management to Bill Laturnus at [blaturnus@bcforestsafe.org](mailto:blaturnus@bcforestsafe.org)

**ACTION: Best Practice Fibre Pile Management** BCFSC to communicate and distribute to MAG once completed.

- c. ISO 20024:2020 Standard- Fahimeh provided an update. Article on standard not published yet, and she will send out the article when done.

**ACTION: ISO 20024:2020 Standard** Fahimeh will send out article on ISO 20024:2020 Solid biofuels — Safe handling and storage of solid biofuel pellets in commercial and industrial applications once published

6. **Bed Dryer Working Group Update:** Bill Laturnus provided an update.

- Whole group are meeting every other week. The group have broken out to some sub-committees that are meeting on the alternate weeks.
- Work is almost complete and are currently summarizing the results.
- Really great collaboration and work.
- They are planning a bowtie with Kayleigh Brown P.Eng. from Dalhousie University.
- Plans to develop resources to communicate the learnings. Considering a whiteboard video to illustrate the hazards and demonstrate the layering of controls.
- UBC stepped up to do some additional sampling to aid in the analysis. Bill will be sending a request with instructions to members on how to provide samples for Pellet Plant Infeed Sampling (UPDATE: email sent with meeting minutes).
- For some background, see article published in Canadian Biomass, link here: <https://www.canadianbiomassmagazine.ca/key-takeaways-from-wpacs-belt-dryer-symposium/>

**ACTION: Bed Dryer Working Group:** BCFSC to distribute to MAG once completed.

**ACTION: Bed Dryer Working Group.** BCFSC to sending a request with instructions to WPAC on how to provide samples for Pellet Plant Infeed Sampling

7. **Critical Control Implementation Project (CCIP):** Cherie W., Bill L. and Gord M. provided an update.

- WPAC members from BC met to review concerns with WSBC's requests on process safety and to determine best way to approach WSBC.
- Meeting held with BCFSC CEO Rob Moonen and WPAC members from BC to discuss concerns. Agreed at meeting that Rob Moonen would approach WSBC Senior Leadership with concerns.

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- Meeting held on May 27, 2021 with WSBC Senior Leadership Reps Al Johnson & Chris Back, WPAC Rep Gord Murray and BCFSC Rep's Cherie Whelan & Rob Moonen. WPAC concerns raised at meeting:
    - WorkSafeBC's expectations are changing
    - There are differences of opinion between WorkSafeBC and the WPAC/BCFSC/Dalhousie experts
    - WorkSafeBC has made additional "recommendations" (which we took as mandatory) and massive additional workload
    - WPAC frustration and the perception that WorkSafeBC is micromanaging
    - The statement from WorkSafeBC that they will never be happy
    - Our concern about the risk of losing industry support
    - Concern by pellet industry that WorkSafeBC's demands are unachievable
    - Concern that we want to avoid alienating Mike Tasker and Geoff Thomson.
  - WSBC key points:
    - WSBC wants to maintain cooperation between WorkSafeBC and the pellet sector. WorkSafeBC holds WPAC relationship with them as a model for other sectors to aspire to.
    - WSBC was cautious about to comment on the response to Canfor and will go through it with the process safety team.
    - WSBC agreed they need to respect the expertise within the producers and their advisors.
    - They will review the feedback and get back to us with another meeting. UPDATE: Scheduled for June 22, 2021.
  - In the meantime, work will continue the project as per the project plans and BCFSC and WPAC continue to work with industry through the project. An update will be provided at the next meeting.
  - See WPAC CCM site here for resources to aid industry: <https://www.pellet.org/critical-control-management/>
    - Three whiteboard videos have been made to help sites with understanding the work, and what their role is in the CCIP:
      - [What are Critical Controls?](#) For managers and employees
      - [Bowtie Analysis & Critical Controls.](#) For Workshop Participants to understand the process
      - [How to Manage Critical Controls?](#) For Workshop participants to understand how to manage critical controls.
      - The website will be updated with content as the project progresses
8. **Plant Operator Training:** Todd Bjorgen, Steve Mueller and Dustin Meierhofer provided an update:
- Currently field testing and piloting the practical assessments. Some concerns from operators around the assessment. Comment that it would be good to have some information available for the operators to provide them prior to assessment to alleviate concerns.
  - There are plans for further Assessor training in July.
  - Dustin Meierhofer said that next steps would be to meet with some key stakeholders to develop a strategy on how to rollout the materials and develop resources to support the operator competencies.

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- Request from group to be given some more detail on all the good work that has been done. Would like some information describing the process and desired outcomes and where we are in the process so that the committee can get a better understanding.
- If anyone has any questions, contact Todd Bjorgen.

**ACTION: Plant Operator Training:** Dustin Meierhofer to develop information for committee to give them a better understanding of the work, progress to date and anticipated next steps

**ACTION: Plant Operator Training:** Gord M. and Cherie W. to set up a meeting with WPAC BC stakeholders to review the work and look at next steps.

### 9. Safety Share:

- a) John Swaan provided a presentation on his experience in startup activities for a Pellet Mill in Vietnam. He shared some of the concerns with the fibre supply, how fibre came into the mill, lack of basic safety programs within the mill and in fibre supply and pellet transportation activities.

### **ACTION: Next Safety Shares:**

July 2021- Daryl Davidson  
August 2021- Shahab  
September 2021- Tom Thorn

### 10. Other Business:

None.

12. Confirm date of next conference call: **Wednesday, July 14<sup>th</sup>, 2021 11am PST**  
Meeting adjourned at 12:14pm.

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Actions arising from meeting:

Meeting Date	Action Item	Accountable
Jun-21	<b>Safety Foundations Webinar Series:</b> All members asked to share within respective networks	All
Jun-21	<b>Safety Foundations Webinar Series:</b> Fahimeh to provide stats on numbers of people completing webinars at next meeting	Fahimeh Y.
Jun-21	<b>Best Practice Fibre Pile Management:</b> Members to forward SWP's for Fibre Pile Management to Bill Laturnus at blaturns@bcforestsafe.org	All
Jun-21	<b>Best Practice Fibre Pile Management:</b> BCFSC to communicate and distribute to MAG once completed.	BCFSC
Jun-21	<b>ACTION: ISO 20024:2020 Standard</b> Fahimeh will send out article on ISO 20024:2020 Solid biofuels — Safe handling and storage of solid biofuel pellets in commercial and industrial applications once published	Fahimeh Y.
Jun-21	<b>Bed Dryer Working Group:</b> BCFSC to distribute to MAG once completed.	BCFSC
Jun-21	<b>Bed Dryer Working Group:</b> BCFSC to sending a request with instructions to WPAC on how to provide samples for Pellet Plant Infeed Sampling	BCFSC
Jun-21	<b>Plant Operator Training:</b> Dustin Meierhofer to develop information for committee to give them a better understanding of the work, progress to date and anticipated next steps	BCFSC
Jun-21	<b>Plant Operator Training:</b> Gord M. and Cherie W. to set up a meeting with WPAC BC stakeholders to review the work and look at next steps.	Gord. M and Cherie W.
Jun-21	<b>ACTION: Next Safety Shares:</b> July 2021- Daryl Davidson August 2021- Shahab Sokhansanj September 2021- Tom Thorn	Daryl Davidson Shahab Sokhansanj Tom Thorn