



Health & Safety Management System Form:
JOHSC Meeting Minutes

Monitor:
Director, Health, Safety & Environment

Form #:
14.04.2


Meeting Details

Group: Hydro	Location: North & South Slave	
Date: August-9-18	Start time: 15:30	End time: 16:30
Secretary: Nihal Costa	Chairperson: Darren Hazenberg	

Attendance (call in #:)

Name	#	Worker, Management, Guest	Present	Reason absent
Jason Courtemanche	2	Worker	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Ken Bell	3	Management	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Choose one:
Duane Rohne	2	Worker	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Choose one:
Jean Guy Poitras	2	HSE	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Grant Penny	2	Management	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Choose one:
Robert Burgin	1	Management	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Darren Hazenberg	3	Worker	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Choose one:
Nihal Costa	3	Worker	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Robert Sunderland	2	Management	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Tom Deleff	1	Management	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
John Davenport	1	Worker	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

* Record number of meetings attended by fiscal year in # column. Remove/insert rows as required

 <p>NORTHWEST TERRITORIES POWER CORPORATION Empowering Communities</p>	Health & Safety Management System Form: JOHSC Meeting Minutes	Page 2 of 4
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Approval of Previous Meeting Minutes

Date of last meeting: June-20-18	Approved? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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Discussion: Reviewed June minutes. Reviewed June and July incident reports. Request to change incident ranking of 06-20-18 Fort Liard Car Hit Pole from low to high. Discussed outstanding items. Electrical Safety Video. New decals to be placed by Darren. Policy being drafted to limit consecutive work days for employees/contractors while on site to 3 weeks.

Darren Safety Concern: G15 Control system upgrade. Darren verified the bus was isolated and grounded. Concern regarding the use of DMM by consultant/contractor to verify dead bus.

Outstanding Items at Previous Meeting

Item # 2019-01	Date initiated: May-15-17
Item details: Emergency Response Plans need to be reviewed & tested	
Recommendations: JOHSC hydro are willing to provide input to HS&E in completing these plans	
Actions taken: Ongoing review completed and sent to HSE for draft. Once Taltson (ongoing) is completed and we can start our simulations of the emergency response for Jackfish, Snare and Taltson. Snare emergency response to be simulated at Jackfish. *Need to Complete Simulations and review any changes*	
Initiated by: Colin Steed	Date required: July-31-17
Responsible party: Eddie Smith	Date complete:

Item # 2019-02	Date initiated: July-17-17
Item details: Bear fence at Snare is not working and needs to be replaced	
Recommendations: The fence will no longer be upgraded but replaced entirely	
Actions taken: Dennis to track WO and update the notes in GuideTi. Robert Burgin is looking into replacement of the fence. Approved and Robert to go out for bids. There is budget line for this work and it will be completed this coming spring. Jan. 26, we had update from Sergio we heard they have gone for quotes however, there is no project brief at this time. The new fence will go around all of the staffhouses. Construction planned for summer 2018.	
Initiated by: Dennis Bourke	Date required: September-29-17
Responsible party: Robert Burgin	Date complete: Click here to enter a date.

New Items	
(incident reports, investigations, group H&S meeting referrals, facility safety inspections, interests, concerns)	
Item # No New Items this Meeting	Date required:
Item details:	
Recommendations:	



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Actions taken:

Initiated by:

Initiated by:

Responsible party:

Responsible party:

* Copy table above and insert as required

Items Completed in Current Fiscal Year

Item #	Brief Description	Date Initiated	Date Completed
1	Snare Fire Alarm Switch Removal – Robert B. to confirm	March 24	
2			
3			
4			

Hydro JOHSC Monthly Incident Review

Item #	Brief Description	Date Initiated	Date Completed
06-11-18	Fort Simpson Tree Hit Power Line	June 11/18	June 26/18
06-20-18	Fort Liard Car Hit Pole	June 18/18	June 25/18
06-24-18	Inuvik LNG Tripped Alarm	June 18/18	June 29/18
06-29-18	Tuktoyaktuk Engine	June 19/18	
06-30-18	Norman Wells Hose Clamp Failure	June 30/18	July 03/18
07-03-18	Norman Wells Trim Saw Kickback	July 03/18	July 07/18
07-05-18	Tuktoyaktuk Truck Slid into Ditch	July 05/18	July 06/18
07-05-18	Tuktoyaktuk Truck Stuck	July 05/18	July 06/18
07-11-18	Fort Liard Tree on Line	July 11/18	July 11/18
07-19-18	Inuvik Service Teardown	July 19/18	July 23/18
07-19-18	Norman Wells Truck backed into Public Vehicle	July 19/18	July 23/18
07-23-18	Inuvik Unattended Cooking	July 23/18	July 23/18
07-24-18	Snare Unrecovered Oil	July 24/18	July 27/18
07-26-18	Bluefish Plant Outage	July 26/18	July 26/18



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07-26-18	Fort Good Hope Outage	July 26/18	July 26/18
08-02-18	Inuvik G10 Breaker Trip	August 02/18	

Hydro JOHSC Facility Safety Inspection Schedule

Month	Fort Smith		Jackfish	
June				
Sept				
Dec				
March				

Next Meeting Details

Date: September-27-18	Time: 13:30-14:30
Chairperson: Darren Hazenberg	Secretary: Nihal Costa

Secretary action: 1) Save to iManage 2) Send to all JOHSCs, all sites represented, HSE Director 4) Post