



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: September-27-18	Start time: 15:30	End time: 16:30
Secretary: Nihal Costa	Chairperson: Nihal Costa	

Attendance (call in #:)

Name	#	Worker, Management, Guest	Present	Reason absent
Jason Courtemanche	3	Worker	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Ken Bell	4	Management	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Choose one:
Duane Rohne	2	Worker	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Choose one:
Jean Guy Poitras	3	HSE	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Grant Penny	2	Management	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Choose one:
Robert Burgin	1	Management	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Darren Hazenberg	3	Worker	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Choose one:
Nihal Costa	4	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

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Approval of Previous Meeting Minutes	
Date of last meeting: August-9-18	Approved? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Discussion: Reviewed August minutes. Recommendation to have a spotter when using a fork lift based on Fort Smith incident. Have the ball valve blocked off due to the Inuvik Glycol spill. Jean-Guy: Impressed by the work protection during the Taltson and Snare Cascades shutdown. Will review fire extinguisher in Ft. Smith	

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*. Ongoing (Hay River to provide possible ERP training)	
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. Update: Construction planned for spring 2019	
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:	
Actions taken:	



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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
09-13-18	Colville Lake Theft of Power	September 13/18	September 21/18
09-14-18	Inuvik Glycol Spill	September 14/18	September 24/18
09-20-18	Fort Smith Line Teardown	September 20/18	September 24/18
09-21-18	Inuvik G10 Exhaust Fire	September 21/18	
09-21-18	Inuvik Fire Alarm	September 21/18	September 25/18

Hydro JOHSC Facility Safety Inspection Schedule

Month	Fort Smith		Jackfish	
June				
Sept				
Dec				
March				

Next Meeting Details

Date: October-30-18	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