



# MINUTES

## WSN Sector Advisory Committee – Forestry, Paper, Printing, Converting

**Date:** Thursday, October 2, 2025

**Location:** WSN Sudbury Office, 235 Cedar St.

### Attendance:

Member	Representing Advisory Committee Role
Jesse Kydd (Chair)	Sawmills, Veneer Plywood, and Wood Preservation
Stewart Taylor (Vice-Chair)	Folding Cartons
Scotia Biloski	Logging
Dana Greenly	Corrugating
Christina Merrett	Sawmill

### Regrets:

Jenanne Graham	Folding Cartons and Paper Products
Robin McCullough	Silviculture
Victor McKee	Logging

### WSN:

Tricia Valentim, Executive Assistant, Health and Safety Services

Adrienne Allam, Manager, Health and Safety Services

#### 1. **Welcome and Safety Share**

Shared recent safety incidents from their organizations, discussed corrective actions, and highlighted the importance of sharing safety alerts and learnings across the sector.

#### 2. **Review and Approval of Agenda**

Approval of agenda and introductions of committee members and WSN staff.

#### 3. **Approval of Previous Meeting Minutes (June 5<sup>th</sup>, 2025)**

Approval

#### 4. **Professional Development Activity Follow Up Discussion**

The committee reviewed the Mental Health for Leaders training from previous day. They discussed the value of the course, and explored ways to distill and share key takeaways and resources for broader workplace applications.

Observations and feedback included scenarios at the end of the day, and the legislation section being too long.

##### **Actions:**

1. **Mental Health Training Debrief Materials:** Create and distribute a debrief or summary document with high-level talking points from the recent mental health training for leaders to share with committee members' teams on the 5 Golden Rules. (Adrienne).
2. **Mental Health Training Participation:**
  - a. Connect with Scotia to facilitate her participation in a Mental Health 101 session in Thunder Bay or future mental health training opportunities.
  - b. Connect with Jesse to facilitate his supervisors in participation in the upcoming Mental Health 101 session future mental health training opportunities.
3. **MH Continuum Posters:** Tricia to send out the big versions of the Mental Health Continuum Posters
4. **Future Agendas:** Include a Psychosocial discussion as part of the regular agenda.

##### **Future workshops/sessions discussion:**

- How to handle difficult conversations,
- Conflict management,
- Deescalation skills,
- Mental Health First Aid Training.

**Course Opportunities Offer:** Tiana will send out a list of courses that a committee member could audit for further personal development, while providing feedback for the Educational Services team.

#### 5. **Review of Action Items and Recommendations (Tracker)**

**Attendance:** Discussion around the expectations around Committee members attending meetings and expectation around the need to participate in surveys and other need for assistance request from WSN.

**Worker Representation Recruitment:** Identify and recommend potential worker representatives (especially from Plywood and sawmill sectors or younger employees) to join the advisory committee

and improve worker perspective. The committee reviewed its current membership, discussed the need for increased worker representation, and outlined strategies for recruiting new members, including inviting joint health and safety committee observers and proxies.

**Proxies:** Reminder proxies can be used when Committee members are unable to attend meetings. Proxies must represent the same stakeholders as the committee member sending regrets. Chair and WSN designate needs information a week prior to meeting.

**Terms of Reference:** Discuss participation in the review of the updates coming to the Terms of Reference. The Terms will be reviewed by WSN and sent to Chair for input and approval before posting for Committee members feedback or acceptance of the terms presented in the near future.

**Future support discussion:** There are members on this group who are interested in attending events and being a WSN ambassador should a representative from WSN is unable to attend due to low resource availability.

## 6. Technical Advisory Committee Updates

Driving on Forest Roads Technical Advisory Committee Update  
(Previously Silviculture Ad Hoc Committee)

**Action:** WSN designate will work with teams to send out notice of interest to the TAC members to see if who there is still interest from.

**Cross-Chair Engagement Discussion:** Meeting structure and interconnectedness of sector and technical advisory committees.

Recommendations included:

- TAC liaison is invited to each sector advisory committee meeting with the goal of having one TAC representative at each sector advisory committee meeting.
- TAC rep to present updates on behalf of the TACs at the Committee meetings.
- Committee Chair will be included in meeting invites for the TAC meetings.

**Note:** FPPC Members and the TAC Chair are to be included in the joint meeting between the BC Forest Safety Council sub-committee and WSN's FPPC Advisory Committee. These have temporarily been on pause however plans in work already to restart in the new year.

## 7. WSN Support from FPPC Annual Project Discussion

**Annual Project:** Need one project deliverable to be completed by March 31, 2026. This allows the Committee to contribute to the sector and elevates the profile of this group and furthers the credibility of what we do.

The committee brainstormed and prioritized potential annual projects, focusing on MSD (musculoskeletal disorder) prevention, pedestrian safety, contractor management, and resource promotion, with a commitment to develop a deliverable by March.

### The FPPC Advisory Committee has committed to:

- ✓ Collaborate on an MSD Prevention **Tool and Resources Lunch and Learn** based on corporate timelines 2025-2026 (stats from last year).
- ✓ Create or access system partner resources and/or help promote working along and violence/harassment sector specific resources.
- ✓ **Recommend** sector specific events to attend or be involved with.
- ✓ Providing **ongoing feedback on products and resources through surveys or focus groups** throughout the development process

### Additional Notes from Meeting

- Updates were provided on the development of a SharePoint-based resource hub for advisory committees, plans to revive the *Safe Driving on Forest Roads* technical advisory committee, and strategies for cross-committee collaboration.
- **MSD Prevention Lunch and Learn:** Coordinate and schedule a lunch and learn session focused on MSD (musculoskeletal disorder) prevention tools and resources, including involvement of Ministry of Labour ergonomists if possible. (Dana, Adrienne, Tiana)
- Other topics discussed include: Violence and Harassment focus on FPPC sector, Working Alone, and AI Focus safety.
- **Promotion of Existing Tools and Resources:** Review and enhance the promotion of existing sector-relevant tools and resources (e.g., MSD, violence and harassment, contractor management) on the WSN website and through committee communications. (Tiana, WSN communications/marketing)

## 8. WSN Update

**Educational Services Update:** Update on Marketing and Communications, Information and Resources, Events, and Training & Consulting Solutions

**Feedback for SCC Refresher included:** Discussion around gamification or more interactive activities. Making sure it is not mechanical or dry. Including in online training.

**Training, E-Learning, and Feedback Mechanisms:** Committee members provided feedback on current e-learning offerings, discussed the need for more interactive and engaging training modules, and agreed to participate in pilot testing and provide critiques for future development.

**Promotion of Existing Tools and Resources:** Review and enhance the promotion of existing sector-relevant tools and resources (e.g., MSD, violence and harassment, contractor management) on the WSN website and through committee communications. (Tiana)

**Action:** Tiana to compile and send a list of upcoming or available WSN e-learning modules to the committee for review, feedback, and possible participation as pilot users.

**Self-Audit Tools and Process Improvement:** Members discussed the value of self-audit and compliance tools for safety processes, sharing examples of daily, monthly, and annual checklists, and highlighted the need for digitization and standardization of such tools. Self-audit tools like the Lift/Lower Calculator from WorkSafeBC help fill a gap in the assessment: [Lift/Lower Calculator | WorkSafeBC](#)

## 9. Health and Safety Information Exchange/Sector Update

General shares around pedestrian safety plans, combustible dust issues, and resource needs around these topics.

**10. Next Meeting:** Virtual – November 27 from 1 – 3 pm

**11. Adjournment**

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**12. Presentation: Mental Health CDDA's: *Bring it to the Surface* (Speaker: Clint Gore)**

**13. Board of Directors Presentations (Chair & Vice-Chair)**

**14. Annual General Meeting**