



AOWG/AVSEC Meeting

Date: November 18th, 2016

Time: 9:30am

Location: Burgess Boardroom

MEETING MINUTES

Discussion:

Operations

DAO

- **Airport Project Updates**
 - Fuel Line Relocation Discussion conducted which highlighted to all participants the perimeter of the closed off construction area.
 - Status update given that shows excavation has started and Taxiway Bravo and Romeo have preliminary cuts made in them with mounds of sand alongside the trench.
- **AVOP Updates**
 - HIAA to visit 21st-24th of November starting with Train the Trainer @ 8:30am November 22nd. Participants have been contacted for initial training.
- **Annex 14 Survey - next week**
 - SwissPhoto will be onsite the week of November 21st for WGS -84 obstacle survey/evaluation
- **Thorguard – Update**
 - Training to ADOs and other members of DAO will be given from CI² before Thorguard comes online so that proper procedures on activation can be distributed to airport stakeholders
 - Training, Equipment and functionality expected to be inserted in the AOM
 - Locations include 1. On top of SOC tower 2.CI² admin building near Apron 4
- **DAO / Skyport Transition –Update**
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- **Apron IV Update**
 - **High Mast Lighting - APPROVED** – Anticipating January 2017 installation

F.O.D

DAO/LB

- FOD from Trench Work across Romeo and Bravo Taxiways have been created and pose limited risks to daily apron 1 operations.
- This area is monitored daily through FOD checks in the morning and after work in the site are finished for the day.
- BFRS to continue throughout the day to pay close attention to these areas in their checks.

Safety & Quality

All Parties

- Additional Training on SMSPRO will be beneficial as various stakeholders have limited understanding and would like to have a better understanding of the capabilities the online software features can do.

Security

DAO/SN

- New Ambulance for Patient Transport Issued September 9th
 - Email Sent by Nurse and can be sent again upon request
- New Restricted Access Pass Application Forms
 - ALL applicants first time or renewal are required to fill out the Reference sections as there was confusion around this section of the process.
- ATB Life Safety systems Review are being performed during afterhours however tenant spaces are locked and the checks are incomplete. Better coordination over the next 2 weeks should complete this work
- Police Station "Closed to Public Inquiries"

Next Meeting will be December (Date TBD)