

Meeting Minutes

Subject	Airport Tenant Meeting – Project Update	Date	April 21, 2015
Facilitator	Mark Duncan	Time	13:03 – 14:15
Location	AAI Boardroom	Scribe	Natasha Stolyar, Jastine Chen
Attendees	Pat Kennedy, Linda Todd, Howie McLennar, Don Calderbank, Allan Johnson, Rod Matheson, Mohammed Alsamak		

Key Points Discussed		
No.	Topic	Highlights
1.	Introduction	<ul style="list-style-type: none"> • Introduction of Heather Braun, General Manager, and Eric Bernard, Ops. Manager.
2.	Completed Projects	<ul style="list-style-type: none"> • Airport Operational Design Completed. • PAPI and Airfield Electrical Control Panel installed. • Drainage ditch toward 72nd and 07/25 drainage and culvert performed by Delta crews.
3.	Upcoming Projects	<ul style="list-style-type: none"> • Apron 1 joint and slab repair. • Construction of drainage going south in parallel with RW 12/30. Flight schools were advised to brief their students on how to use displaced RW threshold which will be required on runway 07 during culvert construction. • RW 12/30 overlay and electrical work will start in August/September. • Provide a code B taxi-lane along Apron 2 to taxiway Echo.
4.	Apron 1 Reconstruction	<ul style="list-style-type: none"> • Arsalan Construction Lmt. is a contractor for Apron 1 rehabilitation. • Rehabilitation work will consists of joint repair and replacement of the damaged panels to eliminate FOD. • Project start date is April 27th and anticipated finish date is July 3rd 2015. Work will be done in phases simultaneously (Phase 1 & 5; Phase 2 & 6; Phase 3 & 4) refer to attached Apron 1 Construction Coordination and Safety Presentation. • Upon completion of this project, Apron markings will define aircraft parking areas on Apron 1. • Helipads 2 & 3 will be closed during Phase 1 and helipads 4 & 5 will be closed during Phase 6.
5.	Safety	<ul style="list-style-type: none"> • Please use good airmanship for Run-ups. No Run-ups with the aircraft tail against construction fence. • Please report any hazards you may see. • If you have any questions please call or email Alpha Operations at 604-946-5361 and info@alpha-aviation.ca