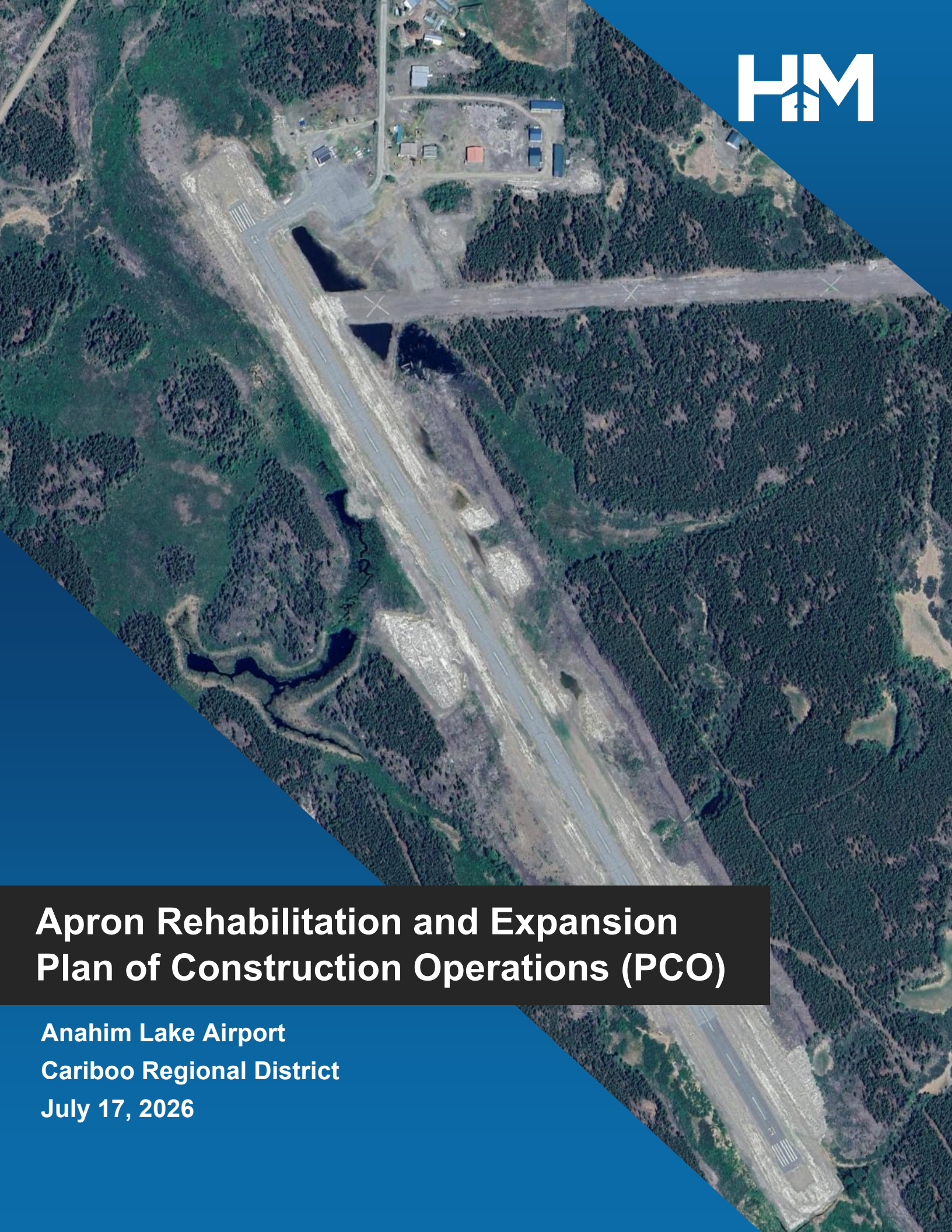

Apron Rehabilitation and Expansion Plan of Construction Operations (PCO)

Anahim Lake Airport

Cariboo Regional District

July 17, 2026

Anahim Lake Airport (CAJ4)

Apron Rehabilitation and Expansion

Plan of Construction Operations (PCO)

Cariboo Regional District
Suite D, 180 Third Avenue North
Williams Lake, BC V2G 2A4

July 17, 2026

HM Aero Inc.
532 Montreal Road, Suite 209
Ottawa, ON K1K 4R4

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1 INTRODUCTION

1.1 Project Background and Purpose

1. Anahim Lake Airport (the 'Airport') is owned and operated by Cariboo Regional District (the 'Owner' or the 'Regional District'). The Airport is located approximately 340 km west of Williams Lake.
2. The existing Airport pavement surface was assessed by EXP Services Inc. on September 11 of 2018, and conditions were found to be in fair condition. The Apron appears to be heavily worn and raveled and exhibiting regular major longitudinal and transverse cracking along with overall minor stress cracking. Altogether, these pavement fatigues indicate:
    1. The end of the pavement surfaces' useful service life; and
    2. Heightened risks of Foreign Object Debris (FOD) on the airfield.
3. The Apron Rehabilitation and Expansion Project (the 'Work' or the 'Project') involves the overall pavement construction with grading to be compliant with Aircraft Group Number (AGN) II Non-Instrument (NI) requirements, per TP312 – Aerodrome Standards and Recommended Practices (5th Edition). Specific scopes of work for each asset are described as follows:
    1. Scope A - Apron & Taxiway Rehabilitation:
        1. Partial depth asphalt pavement structure removal
        2. Placement of one lift of asphalt (surface course)
        3. Restore all work areas
    2. Scope B - Apron Expansion - Partial Buildout:
        1. Site clearing, topsoil stripping, and earth excavation
        2. Subgrade preparation and grading
        3. Placement of compact granular subbase and base material
        4. Placement of two lifts of asphalt (base course and surface course)
        5. Restore all work areas
    3. Scope C - Apron Expansion - Full Buildout:
        1. Site clearing, topsoil stripping, and earth excavation
        2. Subgrade preparation and grading
        3. Placement of compact granular subbase and base material
        4. Placement of two lifts of asphalt (base course and surface course)
        5. Restore all work areas

1.2 Airport Environment

1. The airport operational environment is extremely dynamic and involves various stakeholders including the Regional District, Transport Canada, NAV CANADA, Pacific Coastal Airlines, airport users, tenants, airport staff, etc. In addition, the Airport environment is highly regulated in the interest of public safety. As such, any deviations from standard operating procedures are carefully considered and subject to detailed review and input from the stakeholders and regulators.
2. This proposed construction project is considered very important to the Regional District to improve service to users while ensuring the continued viability and safe operation of the facility. During apron rehabilitation works, the Airport will be closed to all fixed-wing aircraft operations. However, it is recognized that while apron expansion construction activities will occur, the normal operation of the facility will be maintained and no changes to the airport operations is anticipated. Cooperation between all parties will be paramount in successfully carrying out the Work.

1.3 Objectives of the Plan of Construction Operations (PCO)

1. Provide a notification of changes to the standard operating procedures that are reflected in the Airport Operations Manual (AOM) and its associated plans maintained for the Airport. The PCO is a statement of the approved temporary operational procedures during implementation of the Work.
2. Formulate in advance the coordination required to implement the Works with minimal interruptions and/or conflicts with airport operations and ensure aviation safety is not compromised by the Work.
3. Inform all airport users, tenants, Transport Canada, and NAV CANADA of the Project, so all may plan for and mitigate any potential implications that the project may have on their respective operations. Additionally, summarize the information and requirements gathered through consultations with the stakeholders of the Airport.

1.4 Safety Management Considerations

1. Contractor personnel will be briefed on the Airport's Safety Management System (SMS) expectations and protocols and be required to follow the guidance provided. In the event of an incident, the SMS reporting and investigation procedures will be followed as necessary.
2. All project personnel, including contractor employees, subcontractors, and subconsultants are required to attend an Airport Safety Orientation prior to the commencement of construction led by the Regional District and the Resident Engineer.
3. Contractors will be made aware of the proactive and reactive reporting procedures and the non-punitive reporting policy during the Airport Safety Orientation.
4. The worksite shall be inspected at a minimum of once per day by the Airport Manger and Resident Engineer to ensure that all safety policies and procedures set forth in Canadian Aviation Regulations and the PCO are adhered to.
5. All employees, including Regional District employees, who work on or near the worksite, are obligated to report any accidents, incidents or hazards immediately. Reports may be submitted to the employee's direct supervisor and ultimately the Manager of Community Services.

2 CONSTRUCTION PLAN AND SCHEDULE

2.1 General Staging Overview

1. The Project will be divided in three main scopes.
2. Refer to the Construction Operations Plan drawings enclosed as **Appendix A** for additional details.
3. Additional work may be required outside the work areas during construction. Work outside of the area indicated above will be undertaken through coordination between the Airport Manager, Resident Engineer, and Contractor's Superintendent. Activities outside of the designated work areas may include survey activities, protection and maintenance of airfield drainage facilities and other minor works. Activities outside of the work area must be approved by the Airport Manager and Resident Engineer prior to implementation.
4. The following sections provide additional details for the proposed stages noted above.

2.2 Construction Phasing and Work Areas

1. Civil work includes partial depth asphalt pavement removal, subgrade preparation and grading, placement and compaction of granular material, base and surface courses of asphalt, and restoration of all work areas.
2. Provisional civil work includes the full depth asphalt crack repair, and/or the supply of approved subgrade fill materials, in the event that excavated material is deemed unsuitable for pavement subgrade fill.
3. All excess excavated materials are to be placed on site as directed by the Airport Manager. No offsite material disposal is anticipated.
4. Commencement of the Work in each Scope shall be approved the week prior by the Manager of Community Services.
5. Maximum Work Height above ground: 6.0 m unless otherwise noted on Contract Drawings.
6. The following outlines the restrictions associated with each Scope. The construction duration of the Scope will be dependent on the approved construction schedule.

2.2.1 Scope A - Apron & Taxiway Rehabilitation

1. The Scope A work area includes Apron I and part of Taxiway A, delineated 5 m before the runway holding position. Per Figure 2-1, the proposed work area is shown in red, and the Contractor Yard is shown in blue.

Figure 2-1 – Scope A Work Area

2. The Contractor Yard is designated in the northeast outfield of Apron I.
3. Work during Scope A includes pavement rehabilitation with a partial depth asphalt removal and overlay with asphalt. All affected graded areas are to be restored flush with the resurfaced pavement edge.
4. Duration (Estimated): 2 weeks
5. During Scope A the following will be in effect:
    1. Construction access to Contractor Yard is to be provided through Anahim Lake Airport Road.
    2. The Airport will be closed to all fixed-wing aircraft operations for the duration of Scope A. Rotary-wing aircraft operations will continue along the abandoned runway alignment.
6. The Construction Operations Plan drawing located in **Appendix A** provides a comprehensive breakdown outlining the procedures required to advance the project.

2.2.2 Scope B - Apron Expansion - Partial Buildout

1. The Scope B work area includes the terrain immediately adjacent and southeast of Apron I. Per Figure 2-2, the proposed work area is shown in red, and the Contractor Yard is shown in blue.

Figure 2-2 – Scope B Work Area

2. The Contractor Yard is designated in the northeast outfield of Apron I.
3. Work during Scope B includes topsoil stripping, earthworks, subgrade preparation, placement and compaction of granular subbase and base material, levelling and surface courses of asphalt, and restoration.
4. Duration (Estimated): 3 weeks
5. During Scope B the following will be in effect:
    1. Construction access to Contractor Yard is to be provided through Anahim Lake Airport Road.
    2. Regular operations will be restored for both fixed-wing and rotary-wing aircraft on each Runway 13-31, Taxiway A, and Apron I.
6. The Construction Operations Plan drawing located in **Appendix A** provides a comprehensive breakdown outlining the procedures required to advance the project.

2.2.3 Scope C - Apron Expansion - Full Buildout

1. The Scope C work area includes an additional expansion area northeast of the Scope B partial expansion, reaching a full buildout of an apron expansion southeast of Apron I. Per Figure 2-3, the proposed work area is shown in red, and the Contractor Yard is shown in blue.

Figure 2-3 – Scope C Work Area

2. The Contractor Yard is designated in the northeast outfield of Apron I.
3. Work during Scope C includes topsoil stripping, earthworks, subgrade preparation, placement and compaction of granular subbase and base material, levelling and surface courses of asphalt, and restoration.
4. Duration (Estimated): 2 weeks
5. During Scope C the following will be in effect:
    1. Construction access to Contractor Yard is to be provided through Anahim Lake Airport Road.
    2. Regular operations will be restored for both fixed-wing and rotary-wing aircraft on each Runway 13-31, Taxiway A, and Apron I.
6. The Construction Operations Plan drawing located in **Appendix A** provides a comprehensive breakdown outlining the procedures required to advance the project.

2.3 Project Schedule

Refer to Figure 2-4 below:

Figure 2-4 Preliminary Construction Schedule

TO BE DETERMINED FOLLOWING TENDERING

2.4 Air Traffic Types and Frequency

1. The airport serves fixed-wing and rotary-wing, general aviation, corporate, commercial, Fire Services, Emergency Medical Services, Enforcement Services, and Royal Canadian Mounted Police, and is available on a daytime basis.
2. Unscheduled flights could be impacted during construction and will be addressed on a case-by-case basis by the Airport Manager or Resident Engineer to ensure compliance with regulations and the PCO.
3. The Construction Operations Plan will be communicated to stakeholders prior to construction.

2.5 Aerodrome Standards and Recommended Practices

1. The Airport is a certified airport. The Regional District seeks to achieve compliance with TP312 – Aerodrome Standards and Recommended Practices (5th Edition), the Canadian Aviation Regulations, and all other applicable regulations. This PCO has been prepared based on recommended practices to accommodate temporary deviations to these standards to permit the proposed construction activity.
2. The following summarizes the aeronautical safety measures implemented:
    1. All construction equipment and storage areas will be located to remain clear of any airport obstacle limitation surfaces.
    2. Notices to Air Missions (NOTAMs) will be issued by the Airport indicating the status of the airfield including any operational impacts/facility closures.
    3. Barricades will be positioned to delineate the limits of unescorted operation of construction equipment.

2.6 Safety Barricades, Markers, and Hazard Lighting

1. Low Profile Barricades will be required at various locations as indicated on the Contract Drawings or otherwise directed by the Resident Engineer. Refer to the Construction Operations Plan attached as **Appendix A**.
2. Barricades shall be coloured international orange/white. All barricades shall be securely fastened with sandbags or other temporary means of fastening that will not result in FOD. Nails or any other fasteners driven into the pavement surface shall not be permitted.
3. Barricades may be required at various locations along the on-site access routes and at the perimeter of the various stages of construction, as outlined on the Contract Drawings, or as indicated by the Resident Engineer.
4. The Contractor shall supply barricades throughout construction in the number required to facilitate their work and to properly cordon off work areas. Maximum spacing between barricades is 6.0 meters on aprons.

2.7 Declared Distances

1. During Scope A:
    1. Runway 13-31, Apron I and Taxiway A are closed for all fixed-wing aircraft operations.
2. During Scope B:
    1. Regular operations resumed; no effect on runway declared distances.
3. During Scope C:
    1. Regular operations resumed; no effect on runway declared distances.

2.8 Security and Escorting Requirements

1. It will be the responsibility of the Contractor to coordinate with the Resident Engineer with sufficient advance notice (minimum 24 hours) where airside access is required.
2. The project phasing plan has been prepared to minimize the requirement for airside access to support construction activities.
3. Prior to construction, the roles and responsibilities of each party shall be discussed, documented and communicated to all project stakeholders.

2.9 Construction Access Routes

1. Construction traffic shall be restricted to the areas indicated on the Construction Operations Plan. Access to the project area shall be as indicated on the Construction Operations Plan enclosed as **Appendix A**.
2. The Contractor will be required to routinely monitor and maintain the airside facilities, ensuring all pavements are kept free of any FOD, mud, dirt or dust that may be tracked onto the pavements by construction traffic.

3. The Regional District will be responsible for pavement surface cleaning for duration of construction. The Contractor will be responsible for minimizing on-pavement debris, ensuring off-pavement surfaces are free of loose debris, and maintaining a clean site overall. Excessive cleaning required by the Regional District as a result of the Works may result in credits in the construction contract. All cleaning shall take place at the following specified frequencies:
    1. Pavement surface cleaning will be completed daily on an as-required basis.
    2. Off-pavement surface cleaning shall be completed regularly, immediately prior to demobilization, and as required by the Airport Manager and Resident Engineer.
4. Controlled access points as shown on the Construction Operations Plan shall be monitored by the Regional District staff and the Contractor's Superintendent.

2.10 Construction Equipment and Materials

1. The proposed Contractor Yards and material stockpile areas have been assessed for suitability based on Obstacle Limitation Surface requirements. There shall be no deviation from the approved locations without prior approval from the Regional District.
2. The location of the Contractor's Yard is illustrated on the Construction Operations Plan enclosed as **Appendix A**.

2.11 Foreign Object Debris (FOD) Control Program

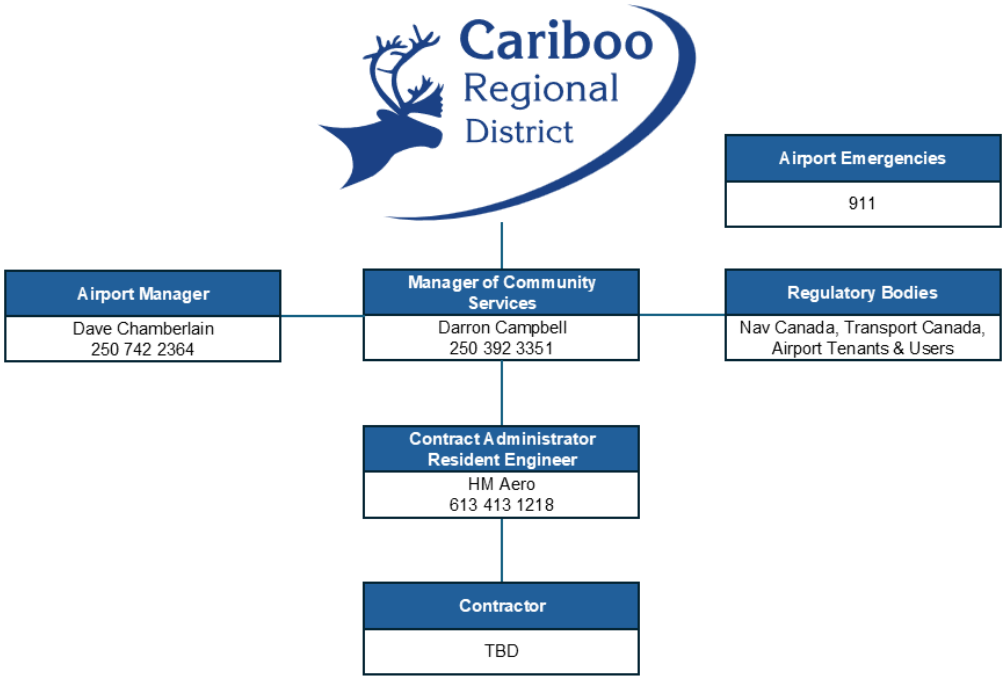
1. Stringent Foreign Object Debris (FOD) control measures will be required for the duration of the Works.
2. Initial training on FOD control measures will be provided at all Airport Safety Orientations.
3. FOD will be monitored by the Contractor and Resident Engineer. Any FOD observed must be removed immediately in accordance with the FOD control measures. The Regional District will be responsible for pavement surface cleaning for rhe duration of construction. The Contractor will be responsible for minimizing on-pavement debris, ensuring off-pavement surfaces are free of loose debris, and maintaining a clean site overall. Excessive cleaning required by the Regional District as a result of the Works may result in credits in the construction contract. The Contractor shall review details of the FOD control measures with the Regional District prior to the commencement of Work.

3 AIRPORT OPERATIONS AND PROCEDURES

3.1 Communication Protocols and Responsibilities

1. During the Work, communication protocols and responsibilities must be clearly understood, practiced, and enforced. Figure 3-1 shows the general communication flow during the Project. The following provides additional details as to the responsibilities of the major project participants.
2. In all emergency situations, call 911.
3. The Contract Administrator is responsible for coordination with Transport Canada and NAV CANADA.

Figure 3-1 – Organizational Chart



3.1.1 Cariboo Regional District (Owner)

1. The Manager of Community Services (or designate) will be required to make all major decisions regarding scope and funding throughout the duration of the Project.
2. The Airport Manager (or designate) will coordinate with the Resident Engineer and Contractor to control airside access for the duration of the Project.
3. The Manager of Community Services and Airport Manager (or designate(s)) will meet as required with the Resident Engineer to obtain updates on construction progress.

3.1.2 Contract Administrator/Resident Engineer (HM Aero)

1. The Contract Administrator will be responsible for coordination with Transport Canada and NAV CANADA.
2. The Contract Administrator will monitor the progress of the work and provide a full-time Resident Engineer during construction. The Resident Engineer will communicate with the Contractor and provide updates/queries to the Owner.
3. The Resident Engineer will interact with the Owner and the Contractor as required to ensure the safe and efficient execution of the Work.
4. The Contract Administrator will coordinate all technical issues during construction with the Owner and the Contractor.
5. The Airport in coordination with the Contract Administrator will be responsible for communicating construction updates to tenants and regular users of the Airport facility.

3.1.3 Contractor

1. The Contractor shall be responsible for the construction of the approved Works. The Contractor shall designate a site Superintendent to be responsible for the overall coordination of Contractor site activities.
2. If the Superintendent leaves the site during construction operations, an alternate person shall be responsible for ensuring proper procedures are followed in their absence.
3. The Contractor's Project Manager, Superintendent, and Construction Foreman shall communicate through the Contract Administrator / Resident Engineer.
4. The Construction Foreman or their alternate must take full responsibility for construction equipment and personnel operating within the approved construction areas.

3.1.4 Transport Canada

1. Transport Canada is interested in ensuring the continued safe operation of the Airport and that all applicable regulations, standards and recommended practices are complied with.
2. Only the Owner or Contract Administrator shall communicate with Transport Canada.

3.1.5 NAV CANADA

1. Only the Owner or Contract Administrator shall communicate with NAV CANADA.

3.1.6 Stakeholders

1. Through information provided during meetings with the Regional District and the Contract Administrator / Resident Engineer, the Airport and Contract Administrator shall be responsible for the communication of the project details with Airport stakeholders.
2. During the construction period, communications with the Airport tenants and stakeholders shall be the responsibility of both the Contract Administrator and the Airport Manager.

3.2 General Site Procedures

3.2.1 General

1. The Contractor's Superintendent / Construction Foreman shall be responsible for ensuring that all construction personnel at the Airport operate construction equipment and service vehicles in a safe manner in accordance with the procedures outlined in this document and the Contract Drawings.
2. During the pre-construction meeting, the Construction Foreman and Superintendent in conjunction with the Owner and the Contract Administrator shall brief all key project/construction personnel on:
    1. The procedures for the movement of equipment and personnel working on the aircraft maneuvering areas (runway, taxiway, and apron);
    2. Other applicable Airport directives;
    3. All workers to receive briefing prior to being permitted onsite; and
    4. Safety orientation.
3. The Construction Foreman shall ensure that all new personnel receive a safety orientation briefing led by the Contract Administrator.
4. Notwithstanding any of the above, all equipment shall depart all, or portions of, the construction areas for operational reasons if requested to do so by the Regional District (or designates) or the Contract Administrator.

3.2.2 NOTAMS

1. NOTAMs will be issued as required throughout each of the work phases, as documented in Appendix B. The Airport Manager and Contract Administrator will be responsible for requesting NOTAMs from NAV CANADA.

3.2.3 Airside Vehicle Safety and Security Requirements

1. All drivers operating vehicles or equipment on the aircraft maneuvering areas of the Airport (open or closed) shall review, complete, and sign an Airside Vehicle Operating Permit (AVOP) form, prior to project startup. The AVOP form is provided by the Cariboo Regional District and appended as **Appendix C**.
2. All vehicles that will be operated or driven on the aircraft maneuvering areas of the Airport (open or closed) will be equipped with an orange warning beacon that will be turned on while the vehicle is on these areas. If equipped with headlights, these will also be turned on. If an orange warning beacon is not in service, vehicles shall operate with hazard lights on.
3. Personally owned vehicles or equipment are not authorized airside unless prior approval is arranged from the Owner or Contract Administrator.

3.2.4 Alcohol and Drugs

1. No person working as part of the Project shall be under the influence of any substance, including alcohol, cannabis, illicit drugs or medications that have the potential to adversely affect their performance in any way.

3.2.5 Smoking

1. Smoking is prohibited airside. No person shall smoke, carry or deposit lighted cigars, cigarettes, pipes or matches, or carry an open flame on airside. This also applies to any other airside areas such as shelters, inside and outside vehicles, equipment and airside buildings.

3.2.6 Personal Audio Equipment/Cell Phones

1. No person shall carry or use personal audio/visual equipment including, but not limited to, ear buds or headphones, tablets, or cassette players while working airside. The aim of this is to ensure that workers are able to maintain attention to the airport operations at all times.
2. Cellular telephones and portable communication devices are authorized for **OPERATIONAL PURPOSES ONLY.** The portable communication devices shall **not** be used while driving a vehicle/equipment unless (i) the vehicle is pulled over and brought to a complete stop in a safe location or (ii) it is used with hands-free technology approved by law for such purpose (such as “Bluetooth” or hands-free speakers).

3.2.7 Reporting Hazardous Conditions and Accidents

1. Contractor personnel will be briefed on the Airport’s Safety Management System (SMS) expectations and protocols and be required to follow the guidance provided. In the event of an incident, the SMS reporting and investigation procedures will be followed as necessary.
2. A person encountering a hazardous condition at the Airport shall cease work and report its nature and location immediately to their supervisor in order that corrective action may be taken.
3. Emergency responders are to be activated by anyone with awareness of an accident or incident by calling 911.
4. In the event of an accident or incident, priority will be given to mounting the appropriate emergency response effort and the following hierarchy: 1) Preserving life; 2) Protecting property; 3) Maintaining the emergency scene and associated evidence; and 4) Ensuring continued operations. Reporting to the Regional District and Contract Administrator will be completed as soon as practical.
5. All personnel involved in the accident and witnesses must remain at the scene until the accident investigation is completed. All other personnel shall remain clear of an accident scene unless authorized by the Regional District or responsible agency.

3.2.8 Scope Start-Up and Shut-Down Procedures

1. Gate access shall be coordinated in an onsite meeting between the Regional District, Contract Administrator, and the Contractor. Only once confirmed, will the Contractor be granted access to mobilize equipment and personnel in the Contractor Yard.
2. The following initial start-up procedure shall be followed:
    1. At the start of construction, construction personnel and equipment, including the Construction Site Foreman, the Resident Engineer, and security personnel shall gather in the designated Contractor’s Yard.

2. The Regional District and Contract Administrator shall advise that personnel and equipment will be proceeding to the designated construction areas. Only once the Regional District and Contract Administrator have determined that proceeding to the site will not interfere with air traffic will the construction traffic be escorted to the site.
3. The Contract Administrator will monitor construction and aviation radio frequencies during construction.
4. After the initial set-up of the construction barricades under airside escort following the start-up procedures outlined above, the Contractor may proceed directly to the designated work areas without an initial meeting.

3. Construction Shut-Down:
    1. The following shut-down procedure shall be followed:
        1. At the interfaces between all construction work areas and active airfield surfaces, the Contractor shall prepare all areas within the construction zone to be level with no significant high or low areas and no wind-rows of materials higher than 75 mm by the end of each day. All pavement areas must be swept clean of all loose materials by the Contractor. All trenches must be properly backfilled. Barricades shall be placed upright and in proper locations and all hazard lighting is to be in place and operational.
        2. Construction personnel and equipment shall remain clear of active airfield facilities at all times.
        3. The Resident Engineer and Construction Site Foreman shall conduct an inspection of the work area and adjacent airfield facilities at the end of each construction shift. Any items observed which are deemed by the Resident Engineer to be a hazard to aviation safety shall be corrected immediately by the Contractor.

3.3 Weekly Construction Progress Meetings

1. Weekly construction meetings are proposed throughout the construction period. The purpose of the meetings will be to review progress and construction issues. Safety shall be discussed at each construction meeting.
2. Participants shall include the key representatives from the Regional District, Contract Administrator, and the Contractor.
3. Meeting invitations and meeting minutes are to be generated and distributed by the Resident Engineer.

4 AERONAUTICAL NOTIFICATIONS AND PUBLICATION UPDATES

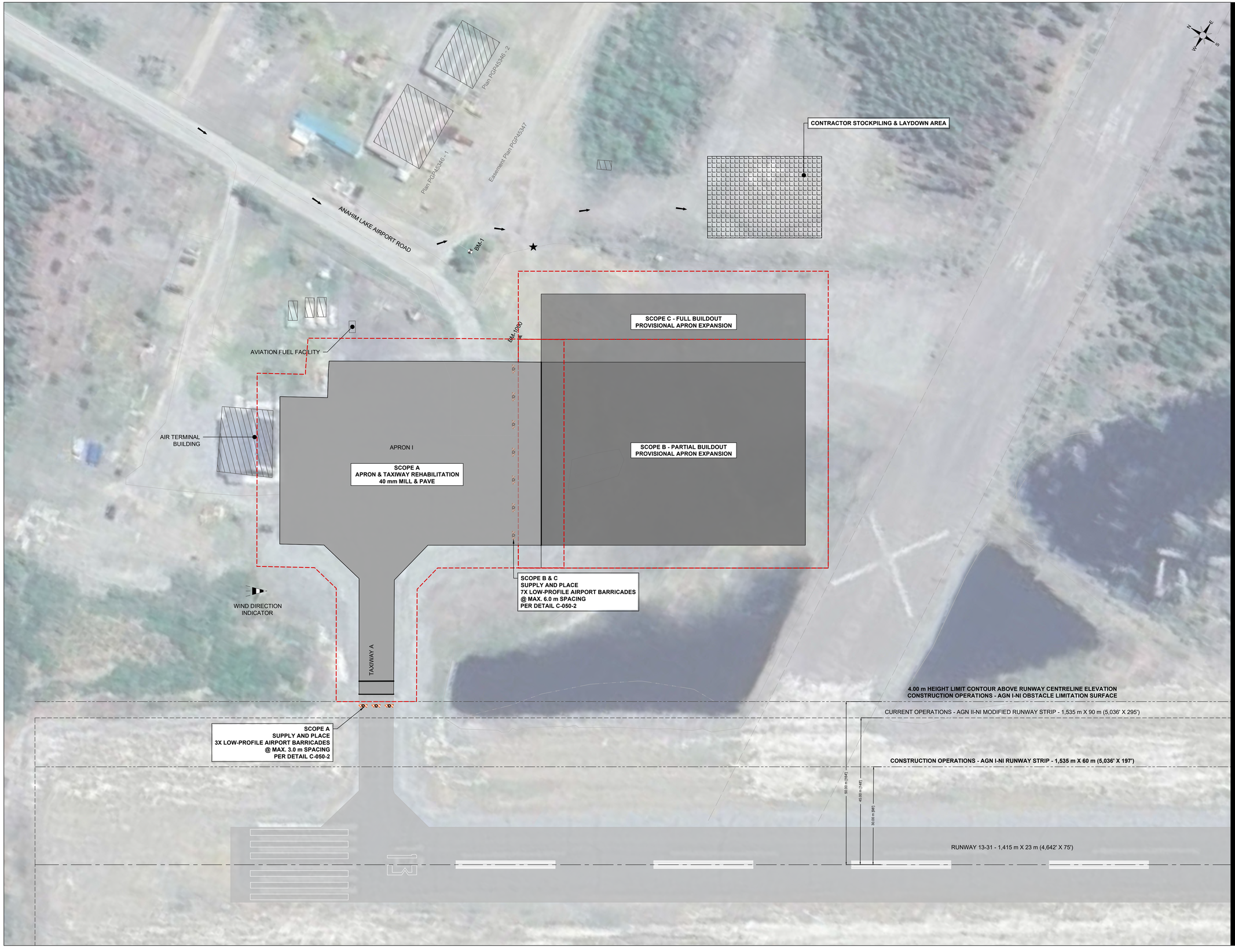
4.1 Notification

1. The Contract Administrator/Airport shall be responsible for the communication of the proposed project with NAV CANADA and Transport Canada.
2. The Contract Administrator will collaborate with the Regional District to assemble all relevant project information that may be required by NAV CANADA and Transport Canada.

5 OWNER – ENGINEER ATTESTATION

Upon completion of the project and rectification of any outstanding deficiencies by the Contractor, the Owner and the Contract Administrator shall conduct a final acceptance and compliance inspection. Upon satisfactory results of the inspection, an Owner-Engineer Attestation will be prepared and signed by the Owner and the Contract Administrator which will attest that the works have been completed in compliance with Part 3 of the Canadian Aviation Regulations, Transport Canada Document TP312 – Aerodrome Standards and Recommended Practices 5th Edition, and the design drawings and specifications. This attestation will be incorporated into the project closeout documents.

Appendix A - Construction Operations Plan



Cariboo Regional District

HM AERO
AVIATION CONSULTING

NOTES

1. ALL UNITS ARE IN METRES UNLESS OTHERWISE NOTED.
2. ALL COORDINATES ARE IN NAD83 (CSRS) UTM Z10 UNLESS OTHERWISE NOTED.
3. TOPOGRAPHICAL INFORMATION BY EXTON & DODGE LAND SURVEYING INC. DATED MAY 2026.
4. GEOTECHNICAL INVESTIGATION BY SOILTECH INC. DATED JULY 2026.

GENERAL CONSTRUCTION OPERATION NOTES:

1. THE CONTRACTOR IS RESPONSIBLE FOR ESTABLISHING A FIELD OFFICE, AND SHALL COORDINATE ELECTRICAL ACCESS AND SUPPLY WITH THE AIRPORT MANAGER.
2. THE CONTRACTOR IS RESPONSIBLE FOR ENSURING SUFFICIENT EQUIPMENT, OPERATORS, AND FIELD AND OFFICE STAFF ARE AVAILABLE TO COMPLETE THE WORK.
3. THE CONTRACTOR SHALL ENSURE THAT CONSTRUCTION ACCESS IS LIMITED TO THE LOCATIONS AS SHOWN UNLESS OTHERWISE APPROVED BY THE RESIDENT ENGINEER / AIRPORT MANAGER.
4. THE CONTRACTOR SHALL FOLLOW AIRFIELD ENTRY, EXIT, SCREENING, AND ACCESS CONTROL PROTOCOLS AT THE DESIGNATED SECURITY CHECKPOINT AS REQUIRED BY THE AIRPORT MANAGER.
5. ALL APPLICABLE MUNICIPAL AND PROVINCIAL ROAD RESTRICTIONS APPLY TO HAUL ROUTES OFF AIRPORT PROPERTY.
6. PUBLIC ROADS, HAUL ROADS, AND LOCAL ROADWAYS USED BY CONSTRUCTION EQUIPMENT SHALL BE KEPT FREE OF CONSTRUCTION MATERIALS AND DEBRIS AT ALL TIMES.
7. THE CONTRACTOR SHALL STAGE EQUIPMENT AND STOCKPILE MATERIALS WITHIN DEFINED LAYDOWN & STOCKPILE AREA, TO MAXIMUM HEIGHT 12.0 m ABOVE GROUND.
8. PAVED AIRSIDE AND GROUNDSIDE SURFACES MUST BE SWEPT ON A REGULAR BASIS AND UPON REQUEST BY THE RESIDENT ENGINEER / AIRPORT MANAGER.
9. THE CONTRACTOR IS REQUIRED TO ENSURE ALL ACTIVE AIRFIELD MANEUVERING SURFACES ARE KEPT FREE OF CONSTRUCTION MATERIALS AND DEBRIS (FOREIGN OBJECT DEBRIS) FOR ALL WORK PHASES.
10. THE CONTRACTOR SHALL MAINTAIN AND CONTROL DUST THROUGH WATER APPLICATION AS DIRECTED BY THE RESIDENT ENGINEER / AIRPORT MANAGER.
11. CONTRACTOR SHALL YIELD TO ALL MANEUVERING AIRCRAFT AND AIRPORT EMERGENCY VEHICLES AT ALL TIMES. ALL CONTRACTOR STAFF ARE REQUIRED TO ATTEND A SAFETY BRIEFING PRIOR TO RECEIVING AUTHORIZATION TO ACCESS THE WORKSITE.
12. THE CONTRACTOR IS RESPONSIBLE FOR SUPPLYING AND INSTALLING THE TEMPORARY BARRICADES.
13. PRIOR TO THE INSTALLATION OF ANY TEMPORARY BARRICADES OR MARKINGS, THE CONTRACTOR SHALL CLEARLY IDENTIFY THE LIMITS OF EACH PHASE IN THE FIELD WITH THE RESIDENT ENGINEER / AIRPORT MANAGER.
14. ABSOLUTELY NO SMOKING OR OPEN FLAME IS PERMITTED ON ANY PORTION OF THE AIRFIELD AT ANY TIME. THERE IS ZERO TOLERANCE FOR ANY INFRACTIONS TO THIS RULE AND ANY OPERATOR, FIELD STAFF, OR ALIKE FOUND TO BE IN VIOLATION OF THIS RULE WILL IMMEDIATELY LOSE AUTHORIZATION FOR AIRSIDE ACCESS. IF OPEN FLAMES ARE REQUIRED FOR CONSTRUCTION WORKS, THE CONTRACTOR MUST OBTAIN ADVANCED APPROVAL FROM THE RESIDENT ENGINEER / AIRPORT MANAGER.
15. FOR ACTIVE AIRFIELD SURFACES, THE CONTRACTOR SHALL ENSURE THAT NO VERTICAL EDGES, LIPS OR DEBRIS EXCEEDING 50 mm (2") ARE PRESENT WITHIN THE DEFINED ACTIVE RUNWAY, TAXIWAY, OR APRON STRIPS AND GRADED SAFETY AREAS.
16. AIRPORT MANAGER AND/OR RESIDENT ENGINEER TO NOTIFY AIRPORT TENANTS OF CONSTRUCTION PROGRESS, CLOSURES, AND OPERATIONAL IMPACTS.

SCHEDULE

WORK HOURS AS PERMITTED BY CARIBOO REGIONAL DISTRICT.

AIRPORT OPERATIONAL IMPACTS

1. SCOPE A - RUNWAY 13-31, TAXIWAY A, AND APRON I CLOSED TO ALL FIXED WING OPERATIONS, WITH ROTARY WING OPERATIONS LIMITED TO ABANDONED RUNWAY.
2. SCOPE B & C - REGULAR OPERATIONS RESUMED ON RUNWAY 13-31, TAXIWAY A, AND APRON I.

LEGEND

- WORK AREA
- CONSTRUCTION ACCESS ROUTE
- CONSTRUCTION ACCESS GATE
- LAYDOWN & STOCKPILE AREA
- LOW-PROFILE AIRPORT BARRICADE

PROFESSIONAL SEALS

No.	DATE	DESCRIPTION	BY	APPD
2	2026/07/17	ISSUED FOR TENDER	DSW	EDH
1	2026/06/26	90% DESIGN	DSW	EDH
0	2026/06/19	60% DESIGN	DSW	EDH

REVISION / ISSUE

PROJECT

APRON I REHABILITATION
AND EXPANSION PROJECT

TITLE

CONSTRUCTION OPERATIONS PLAN

SCALE

1:500

5 0 2.5 5 10 15 25 40 METRES
20 10 0 25 50 100 FEET

Review	EDH	Project No.	25-295
Design	DSW	Drawing No.	**C-011**

Appendix B - Draft NOTAMS

Draft NOTAMS

1. Scope A Airport Closure

CAJ4

CAJ4 CLSD

YYMMDDHHMM TIL YYMMDDHHMM

Appendix C - AVOP Form

Anahim Lake Airport Orientation

Geographic Orientation

Boundaries

Two words that may be new to you are “groundside” and “airside”. At the Anahim Lake Airport, fences enclose the airside: the area used only for “activities directly related to the aircraft operation”.

Anything outside this area but still on airport property is referred to as “groundside”. Boundary and security functions of all restricted entrances to the airside must work together to prevent everything and everyone from animals and children to armed hijackers from gaining entry.

A map of the Anahim Lake Airport property is attached.

Security Gate

The Airport Manager will escort all workers and equipment to and from airside. The gate is usually kept locked for security reasons.

Airport Movement Areas

Runway

The Anahim Lake Airport’s runway is Runway 13-31. Runway 13-31 will be open to aircraft traffic during wildfire response activities.

Taxiway

Taxiways are for aircraft movements other than takeoffs and landings.

Aprons

Aprons are for aircraft parking, loading and fueling.

Identification of Turnoffs

The apron at the Anahim Lake Airport is called Apron 1.

The taxiway at the Anahim Lake Airport is called Taxiway “A” or Taxiway Alpha.

Vehicle Traffic Regulations

All drivers of vehicles airside must hold a valid driver’s licence issued by the Province of British Columbia. When on and off airport property, you are required to observe all municipal, provincial and federal traffic regulations.

Airside Vehicle Operating Procedures

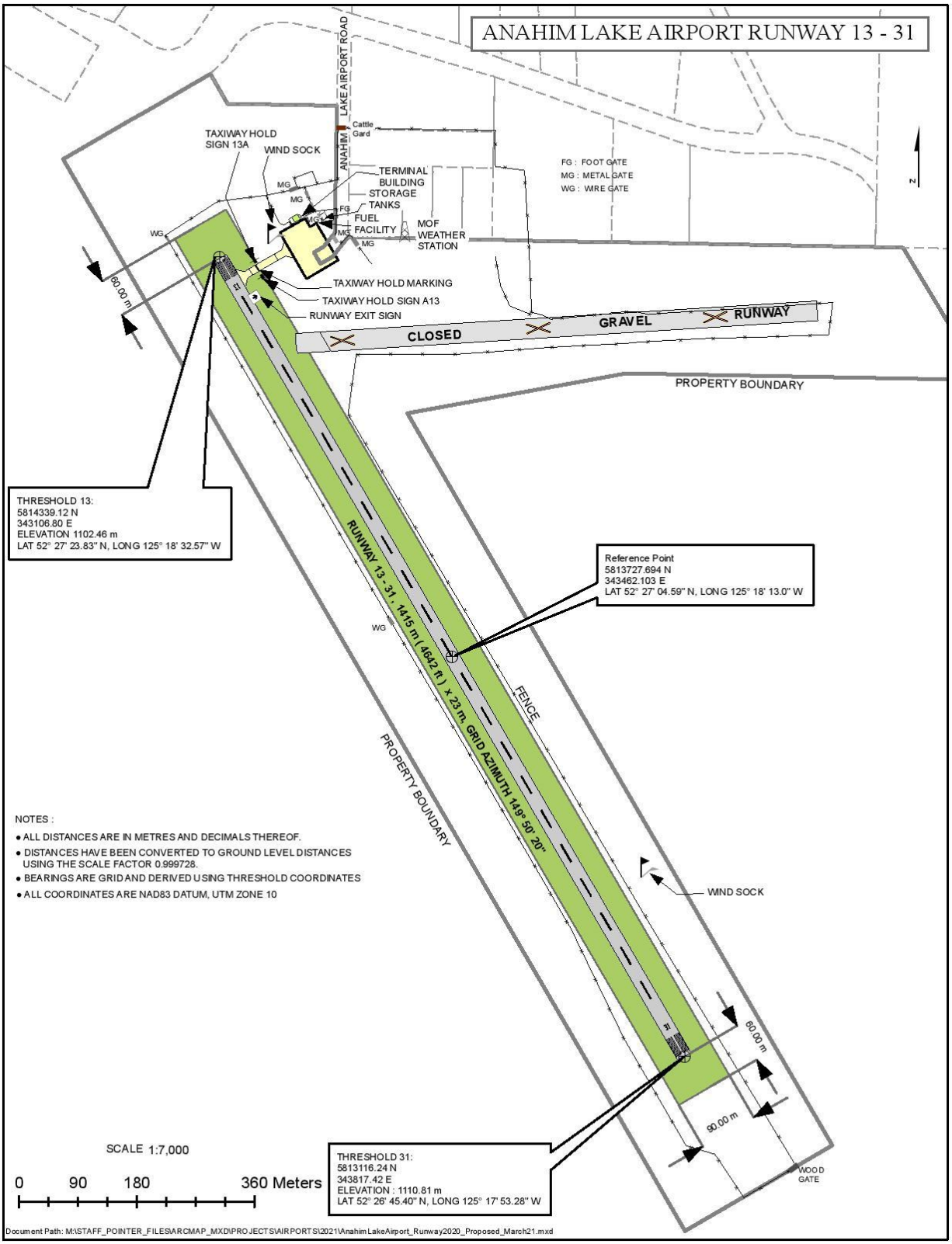
An Airside Vehicle Operating Procedures permit (AVOP) certifies workers and contractors to operate vehicles and equipment airside. This includes aprons, taxiways, or runways.

Please see Appendix C (attached) for the airside vehicle operating procedures; ****everyone operating a vehicle airside must sign an AVOP form (attached) and return it to the Airport Manager.****

Other Regulations

NO SMOKING REGULATIONS ARE IN EFFECT ON ALL AIRSIDE AREAS.

FAILURE TO OBEY THE INSTRUCTIONS CONTAINED IN THIS FORM WILL RESULT IN THE PERSONS INVOLVED BEING REMOVED FROM THE WORK SITE.


ANAHIM LAKE AIRPORT RUNWAY 13 - 31
LAKE AIRPORT ROAD
ANAHIM
Cattle Gard
TAXIWAY HOLD SIGN 13A
WIND SOCK
TERMINAL BUILDING
STORAGE TANKS
FUEL FACILITY
MOF WEATHER STATION
FG : FOOT GATE
MG : METAL GATE
WG : WIRE GATE
N
TAXIWAY HOLD MARKING
TAXIWAY HOLD SIGN A13
RUNWAY EXIT SIGN
60.00 m
CLOSED
GRAVEL
RUNWAY
PROPERTY BOUNDARY
THRESHOLD 13:
5814339.12 N
343106.80 E
ELEVATION 1102.46 m
LAT 52° 27' 23.83" N, LONG 125° 18' 32.57" W
RUNWAY 13 - 31 , 1415 m (4642 ft) x 23 m, GRID AZIMUTH 149° 50' 20"
Reference Point
5813727.694 N
343462.103 E
LAT 52° 27' 04.59" N, LONG 125° 18' 13.0" W
FENCE
PROPERTY BOUNDARY
WIND SOCK
60.00 m
90.00 m
WOOD GATE
NOTES :
• ALL DISTANCES ARE IN METRES AND DECIMALS THEREOF.
• DISTANCES HAVE BEEN CONVERTED TO GROUND LEVEL DISTANCES USING THE SCALE FACTOR 0.999728.
• BEARINGS ARE GRID AND DERIVED USING THRESHOLD COORDINATES
• ALL COORDINATES ARE NAD83 DATUM, UTM ZONE 10
SCALE 1:7,000
0 90 180 360 Meters
THRESHOLD 31:
5813116.24 N
343817.42 E
ELEVATION : 1110.81 m
LAT 52° 26' 45.40" N, LONG 125° 17' 53.28" W
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APPENDIX C:

AIRSIDE VEHICLE OPERATING PROCEDURES

APPENDIX C - AIRSIDE VEHICLE OPERATING PROCEDURES

1. AIRSIDE VEHICLE OPERATIONS

1.1 No person shall operate a vehicle on the airside portion of the airport unless:

a) The Airport Manager has authorized that person to operate a vehicle on the airside portion of the airport, and

b) The authorized person has signed and dated a statement (issued by the Airport Manager as included at the end of this section) in which he/she declares knowledge and understanding of:

Responsibilities and Duties of airside vehicle operator
General Vehicle Operating Procedures
Operation and Maneuvering Areas

2. DEFINITIONS

2.1 **Vehicle**

An automobile, bicycle, over-snow vehicle, truck, bus or any self- propelled vehicle or device in, on or by which a person or thing is or may be transported, carried, or conveyed on land, and includes a machine designed to derive support in the atmosphere from reactions against the earth's surface of air expelled from the machine, but does not include an aircraft.

2.2 **Airside**

That area of an airport intended to be used for activities related to aircraft operations and to which public access is normally restricted.

2.3 **Manoeuvring Area**

That part of an aerodrome intended to be used for the taking off and landing of aircraft and the movement of aircraft associated with taking off and landing, excluding aprons.

2.4 **Movement Area**

That part of an aerodrome to be used for the surface movement of aircraft and includes the manoeuvring areas and aprons.

2.5 **Restricted Radiotelephone Operator's Certificate**

A document issued by Industry Canada certifying that the holder may act as an operator on any aeronautical-land radio station fitted with radiotelephone equipment only, transmitting on fixed frequencies and not open to public correspondence.

3. RESPONSIBILITIES AND DUTIES

3.1 The vehicle operator must carry a valid drivers' license.

3.2 Before operating a motor vehicle on the airside portion of an airport the vehicle operator must become familiar with these regulations and procedures as laid out and obtain authorization from the Airport Manager.

3.3 If the vehicle operator encounters any obstruction or potentially hazardous condition on any aircraft movement surfaces, remove it, or report its nature and location to the Airport Manager.

3.4 The access gate is to be closed immediately behind the vehicle upon entry to and exit from the airport movement area.

3.5 It is the responsibility of the vehicle operator to ensure that no vehicles enter the airport movement area while they are opening/closing or passing through the access gate.

3.6 Each employer must ensure that their employees are qualified to operate vehicles and equipment that they are required to operate in the course of performing their duties on the airside portion of the airport.

3.7 No boats, RVs, or other unauthorized vehicles are permitted on the airport facility without the authorization of the Airport Manager. Only aircraft are permitted to use the aircraft wash area without the authorization of the Airport Manager.

3.8 The driver of a vehicle on the movement area shall comply with all mandatory instructions conveyed by marking and signs unless:

a) otherwise authorized by the Airport Manager when on the movement area; or
b) giving way to aircraft.

3.9 The driver of a vehicle on the movement area shall comply with all mandatory instructions conveyed by lights.

4. GENERAL VEHICLE OPERATING PROCEDURES

4.1 Aircraft always have the right-of-way. A vehicle operator, therefore, shall yield to any aircraft.

4.2 Every operator of a vehicle in an airside area shall yield the right-of-way to an emergency vehicle with warning devices operating.

4.3 No person shall park an aircraft fuel servicing vehicle within 15 metres of any airport terminal building, aircraft cargo building, aircraft hangar or any other airport structure designed to house the public that has windows or doors in any exposed walls.

4.4 Vehicles must be parked only in approved areas when not in immediate use. Equipment and vehicles shall not be parked or left unattended on aircraft movement areas without the permission of the Airport Manager.

4.5 No person shall:

a) throw, deposit or knowingly leave on a road, apron or manoeuvring area at an airport any glass, nails, tacks, scraps of metal, chemical

substance or other material that may damage any aircraft or vehicle; or

b) throw, deposit or knowingly leave any form of trash or garbage at the airport except in a container provided for that purpose.

4.6 4-way flashing hazard lights must be operated **when on the airport facility** and headlamps must be operated during hours of darkness.

4.7 No person shall drive vehicles or equipment on the movement area at a rate of speed more than 25 km/h.

4.8 No person shall operate a vehicle within 15 metres of an aircraft being fuelled except for the purpose of servicing that aircraft.

5. OPERATION ON MANOEUVRING AREAS

5.1 No unauthorized vehicle shall enter the manoeuvring area without the permission of the Airport Manager.

5.2 Any authorized vehicles or equipment operating on the manoeuvring areas shall have a functioning two-way radio operated by a person with a valid restricted radio-telephone operator's certificate, or be escorted by a vehicle so equipped and manned. Each operator shall ensure that the two-way radio is working before the vehicle enters the manoeuvring area.

5.3 Whenever non-radio-equipped vehicles and equipment are operating in groups or fleets with a radio-equipped vehicle on the runway portion of the manoeuvring area, they shall be under the control of a qualified person responsible for requesting and acknowledging all communications and instructions.

5.4 Before any authorized vehicle proceeds onto, or changes location on, the manoeuvring areas, the vehicle operator shall broadcast his intentions on ATF 122.8 including their current location, the specific destination and the specified route and ensure that there is no conflicting traffic before proceeding. The vehicle operator shall acknowledge all communications from other aircraft, or ground traffic, and request that the instructions be repeated if not understood. The operator shall proceed along the specified route to the specified location only.

5.5 Broadcast intentions prior to proceeding onto the manoeuvring area shall include:

a) The vehicle identification;

b) Its current location;

c) The intended activity/work to be performed while in the runway portion of the manoeuvring area and the intended route and;

d) The time the vehicle and/or person will be on the runway portion of the manoeuvring area.

5.6 Subject to sections 5.1 through 5.10, whenever an operator is holding short of a runway, or is waiting to cross or to proceed to cross or to proceed onto the runway, the operator shall hold the vehicle 45 metres from the nearest edge of the runway, or behind the hold lines.

5.7 Note: Hold lines are marked with two solid and two broken yellow lines, with the broken lines closest to the runway.

5.8 When leaving the runway, vehicle operators shall proceed to a taxi holding position or to a safe position off to the side of the runway at least 45 metres from the nearest edge of the runway. Once clear of the manoeuvring area the vehicle operators shall inform other traffic that they are off the manoeuvring area and give their exact position.

5.9 While on the movement areas, vehicle operators shall always monitor ATF 122.8 and acknowledge and comply with any communications.

5.10 If the radio fails while the vehicle is on the movement areas the vehicle will vacate the movement area immediately.

APPENDIX C

AIRSIDE VEHICLE OPERATING PROCEDURES

Date: _____

Name: _____

COMPANY: _____

**I have read and understand Appendix C, Airside Vehicle Operating Procedures, of
the Anahim Lake Airport Operations Manual and agree to follow the policies and procedures as outlined in Appendix C when airside at the Anahim Lake Airport.**

_____

(signature)