



## 2019 Anahim Lake Airport SMS Plan

### Accountable Executive

Darron Campbell, Manager of Community Services

### SMS Coordinator

Kathleen MacDonald, Community Services Assistant

### Safety Risk Profile

Hazard	Identified Risk	Cause(s)	Ranking
Possible new Airport Manager; the airport manager contract expires in 2019.	Incidents or accidents related to instituting and training a new Airport Manager.	Established procedures and policies not followed fully or properly; need for ongoing, cumulative training; insufficient training; lack of experience.	Medium Risk
Animal presence on the airport property	Aircraft strikes or crashes	Possible damage to fencing surrounding airport. Dogs, horses and cows not monitored or controlled by owners. Brush attracting animals.	Low Risk
Performance of crack sealing and seal coating on the runway.	Aircraft strikes or crashes	Equipment above the Obstacle Limitation Surface (OLS); Insufficient communication between contractor, pilots and Airport Manager; lack of a NOTAM.	Medium Risk
Possible apron expansion; <i>likely will occur in 2020</i>	Aircraft strikes or crashes; collision with equipment	Insufficient communication between contractor, pilots and Airport Manager; contractor not understanding how to work on an airport; lack of a NOTAM.	Medium Risk

## Safety Goals & Performance Indicators

- Goal:** If expiration of the current Airport Manager contract and resulting Call for Expressions of Interest results in a new Airport Manager, reduce the risks of incidents and/or accidents occurring due to instituting and training the new Airport Manager to as close to zero as possible.

**Short Term Strategy:** CRD staff will release a call for Expressions of Interest emphasizing the need for, and outlining the indicators of, a qualified and experienced Airport Manager. Based on the responses to the EOI, CRD staff will choose a qualified Airport Manager with as much experience as possible working on airports.

**Long Term Strategy:** If a new Airport Manager is hired, CRD staff and the current Airport Manager will collaborate closely to ensure the new Airport Manager is trained sufficiently in all airport policies and procedures related to airport business and operations, as well as given safety training, including training in the Safety Management System, Human and Organizational Factors, Incident Command System and other related training. CRD staff and the current Airport Manager will also provide the new Airport Manager with training related to the airport's Operations Manual, Emergency Response Plan, Winter Maintenance Plan and Animal Hazards Management Plan.

**Performance Indicators:** Lack of incidents and accidents during the instituting and training of the Airport Manager; completed and signed training forms for the new Airport Manager will be kept on file at the CRD office.
- Goal:** Reduce the number of animals on the airport property to as close to zero as possible.

**Short Term Strategy:** Inspect fencing surrounding the airport to ensure fencing is in sufficient repair to keep animals off the property.

**Long Term Strategy:** Fix fencing if required; remove dead trees and brush close to the fence if required to prevent damage to the fence and remove cover for animals; work with the RCMP to ensure owners keep their animals from roaming onto the property.

**Performance Indicators:** The number of animals on the airport property for 2019, as indicated on the 2019 Animal Presence Tracker, will be compared to the number of animals on the airport property in 2018 (eight animals), with the expectation that the number for 2019 will be lower than the number for 2018.
- Goal:** Reduce the risks of trees infringing into the Obstacle Limitation Surface (OLS) to as close to zero as possible.

**Long Term Strategy:** The Airport Manger will implement the tree height maintenance plan by annually assessing trees using an inclinometer and completing the Inclinometer Checklist. Trees measured above the OLS, or approaching the OLS, will be noted in an SMS Safety Form and addressed through an SMS Action Plan.

**Performance Indicators:** Consistent lack of trees infringing into the OLS.

## **Facility Improvements**

1. Runway crack sealing, seal coating and painting as needed.
2. Brushing and fence repair as needed.

## **Process Improvements**

1. SMS procedures will continue to be implemented.
2. An external audit of the airport and the Safety Management System will occur in 2019.
3. An on-site inspection of the airport will occur as part of the annual internal Operational Audit.
4. Staff, with participation from the Anahim Lake Airport Commission, the winter maintenance contractor and other stakeholders, will aim to conduct a tabletop emergency exercise.

## **Changes that could affect SMS**

The new Airport Manager contract may result in a new airport Manager.