Tofield Miniature Aircraft Association {#632}
TMAA – Rules

Administrative

- These rules are for Tofeild Miniature Aircraft Association located at Tofield, CEV7 aerodrome center 53.02211N, 112.4131W, Airport Road, Tofield, Alta.
- To use TMAA property, all members must be a current member of MAAC in good standing, and have paid their yearly club dues, or be a visitor of a member in good standing.
- All members using this site must sign an agreement that they have read, understood, and will abide by these rules while modeling at Tofield Aerodrome.
- All members operating an RPAS must have a copy of these rules available at the site, either electronically or in print. The club will ensure a current printed copy is at the site in the safe that holds the club VHF radio.
- This site is for RPAS - VLOS only – no other categories of modeling are permitted. Absolutely no FPV operations are allowed.
- All members using this site must have at a minimum a Basic RPAS Certificate and must demonstrate or be known to possess competent RPAS flying skills before using the site. The final authority on who may fly here is at the sole discretion of the Club President. Any pilot observed willfully breaking flight line restrictions, ignoring no-fly zones or any other reckless model operation will be ejected from the site permanently – no second chances.
- No smoking on aerodrome property
- Emergency services can be reached using 9-1-1 on a cell phone. There is also a phone in the main hanger – door code is 1215.

MAAC Safety rules for operations on an Aerodrome

MAAC members conducting modeling activities on an aerodrome shall give way or otherwise immediately get out of the way of all full-scale aircraft and any support equipment or persons – no exceptions.

No member shall:

- Operate any category of model at "-night-" on this aerodrome.
- Add, alter, tamper or interfere in the operation of any aerodrome equipment, including markings on maneuvering area surfaces, lights or markers, signage, windsocks or any other aerodrome infrastructure.
- Operate on or park any type of motor vehicle within 30m of an aircraft maneuvering area.
- Erect any permanent or semi-permanent obstruction, device or piece of modeling support gear/equipment or apparatus within 30m of any maneuvering surface, unless the object can be immediately removed by the RPAS pilot as they vacate the area.

- Leave behind any debris, or other objects on or within 30m of a maneuvering area that could cause damage to a full-size aircraft. For example, by slipstream/projectile damage or by taxying over.
- Immediately report to the aerodrome operator (780-662-3269) any damage to any aerodrome infrastructure or property caused by the modeling activity.

If using an aviation radio capable of transmitting, each member shall:

- Operate such radio in compliance with ROC and aviation phraseology,
- Make any transmission other than for information purposes.
- Make any transmission indicating permission or guidance in the operation of a full-scale aircraft.
- Activate or deactivate any aerodrome lighting system such as ARCAL.

Site Operating Procedures and Safety Rules

- TMAA is located on Tofield Aerodrome, identifier CEV7, located 1.0nm West of the town of Tofield, Alberta. See the attached diagram.
- Tofield airport is currently home to four private aircraft. As shown in the attached diagrams, Tofield has one runway (10/28) with the hangers located at the southeast end. The following is a summary of the normally expected traffic patterns:
  - The private aircraft movements are very sporadic on week days. Weekends may see a departure in the morning of hangered aircraft for the day and returning in the afternoon.
  - All aircraft movements on the aerodrome are easily seen from our pit area and pilot stations.
  - There are no IFR approaches and little to no chance of a straight in approach, but it can still happen. All local pilots will join the circuit by flying overhead of the aerodrome.
  - Fuel is available for transitioning aircraft in which case the pilot may stop to fill up and take a break.
  - There is no PRO in the CFS for RPAS operations. Our modeling activity is indicated in the caution portion of the CFS for CEV7.

- The aerodrome operator has stipulated the following procedures for us to use his facility. Refer to the diagram below.
  - Vehicles and cargo trailers can be parked next to pit area on the north and west side of the paved parking area. Access to this area is from Airport Road on the far west side of the property. Stay on the grass until you reach the pit area {see attached map}. At no time should any vehicle drive on the paved parking area, dirt and stones dropped from the vehicle pose a serious FOD situation and must be cleaned up.
  - Our pit and set up/spectator areas are 95 meters from the runway, giving a good margin of safety. Model assembly should be done in the designated pit area.

- The “start-up area” is immediately east of the pit area. Do not take any model gear with you near the runway - only the airplane is allowed. Turbine pilots may take their taxi fuel bladder and control box.
- Batteries shall not be connected to electric models unless the model is restrained in the start-up area – no exceptions. Gas/glow/turbine models must be restrained and started in the start- up area. Do not conduct prolonged tuning if other pilots are flying.
- The direction of take-off /landing, and traffic pattern will be determined by the prevailing winds. Coordinate your circuits with one another.
- Our flying area as measured from the center of the pilot stations is a box 450M west, 300M north and 450M west. Refer to the site flying area map for no-fly zone depictions.
- Recovery of RPA that crash or land off the runway.
  - In the event of a fire:
    - WITHOUT risk to full size. Response vehicle must use the portable flashing amber beacon, and a radio operator must be onboard to ensure response can be carried out without risk to full size aircraft operators. Water, rakes and shovels are available. Airborne aircraft to be landed as soon as possible given the circumstances.
  - On the Runway
    - WITHOUT risk to full size aircraft. Vehicle must use the flashing amber beacon and a radio operator must be onboard to ensure response can be carried out without risk to full size aircraft operators. ALL debris, regardless how small, must be removed from the runway!
  - Off the Runway
    - Airborne aircraft are to be landed as soon as practical. Recovery and clean up are to be completed expeditiously. If recovery requires entrance or crossing the runway, a radio operator must be present to ensure this can be done safely.
- NO FLYING PERMITTED DURING CRASH RECOVERY
- At the end of the day, ensure all model gear is removed from the runway and apron.

- The following are the procedures to operate an RPAS from runway 10/28.
  - Once your model is started/armed, you may carry it or taxi it to the runway. Before leaving the “pit area” visually scan the apron/hanger line and sky to ensure no aircraft are near or approaching the runway. Follow our visual observer rules as stipulated below before moving past the apron edge.
  - While flying if a full-scale airplane starts up on the hanger line, or if you spot or hear an airplane approaching, land immediately. If for whatever reason you do not think you can land safely before the aircraft enters the runway environment, fly to the north boundary of our operating area at low level away from the runway and orbit as far out at 400' as safely able until the aircraft departs or lands. If need be, intentionally “land” off field away from the runway if you run out of fuel. The crop to the north will minimize damage to your model depending on time of year and crop type. By flying at CEV7 you

accept that you may need to intentionally damage your model to ensure full-scale safety.
    - **After you land** clear the runway as quickly and as safely able. Backtracking on the runway to the pilot stations is permitted. You may taxi or carry your model from the runway back to the startup area – **no taxing in the pit area**. Ensure you take any support gear with you.

- No RPA flying will occur below the MAAC mandated weather minimum:
    - If cloud is present below 1000' above the model flying area
    - a horizontal visibility requirement of less than 3nm around the flying area, and
    - If there are other obscuring conditions (fog, smoke, haze etc.) which could make spotting full-scale aircraft difficult.

- TMAA members should check for CEV7 related NOTAM either using the NAV CANADA NOTAM portal or using RPAS Wilco app or similar. If you are the first pilot of the day and have printed a RPAS Wilco site survey, please leave it at the site for fellow modelers to reference.

- No flying will commence until half an hour after sunrise and will end a half hour before sunset, the time of which is available on the Weather Network App for the town of Tofield. **Night flying is not allowed at the TMAA CEV7 site**.

- In the event of an emergency, such as a fire, injury to any person or any other type of event requiring emergency services call 9 -1-1 and give them your location.

- CEV7 is located wholly in uncontrolled airspace so there are no "fly-away" concerns.

- Visual observers are mandatory. The following are club procedures for ensuring full scale aviation safety:
    - There shall be at least one visual observer who shall stand (no sitting allowed) within arm's length of any pilot flying.
    - The sole role is to scan for approaching full scale aircraft – do not watch the RPA. Pay particular attention to the west, south and east. Normal landing circuit for runway 28 is left hand, runway 10 is right hand.
    - The visual observer should use the Club handheld receiver to monitor VFH 123.2 for CEV7. Preferable to have a third person monitoring the radio near the flight station; the less the work load for each person the better the concentration for each will be.
    - When the visual observer or other any member spots/hears a full-scale airplane that might come near the site or see/hear an airplane start up on the hanger line, they are to yell out "AIRPLANE" in a loud voice.
    - Upon hearing this notification ALL Pilots must immediately descend to as low an altitude as possible and then land as soon as safely able.

    - When the full-scale airplane is no longer a threat, the person who gave the warning shall yell “ALL CLEAR”, or the pilots may make that determination themselves, and resume flying.

- If there is any type of near miss or safety concern between a full-scale aircraft and a MAAC RPA, ALL FLYING SHALL cease immediately. The members involved shall fill out a MAAC reportable occurrence report and submit that to MAAC and the Club executive and follow MAAC policy with the following exceptions:

    - If the member(s) involved believe the risk was very minimal, they may complete their own self declaration or risk assessment using the MAAC form. Submit a copy of the form to the club executive when able and recall you must keep this form for one year (CAR901.49 (2)). Resume flying when done.
    - If the member or Club executive deems the event serious, flying will not resume until members are given permission by the Club executive – in writing.
    - If there is actual contact between an aircraft and a MAAC RPAS – all flying will cease until MAAC confirms we may resume operations.
    - This process is for your protection.

- If there is any damage to any equipment, buildings or infrastructure (runway lights, signs etc.) or anything you think could pose a hazard to full-size aircraft, the member finding the damage or issue must call the aerodrome operator immediately at 780-662-3269. Please notify the club executive as soon as able and complete a MAAC reportable occurrence form/process.

- A fire extinguisher must be present for all powered RPA operation.

- Pilots may fly in formation provided they agree to do so. Number of aircraft in the air at one time is limited to 3.

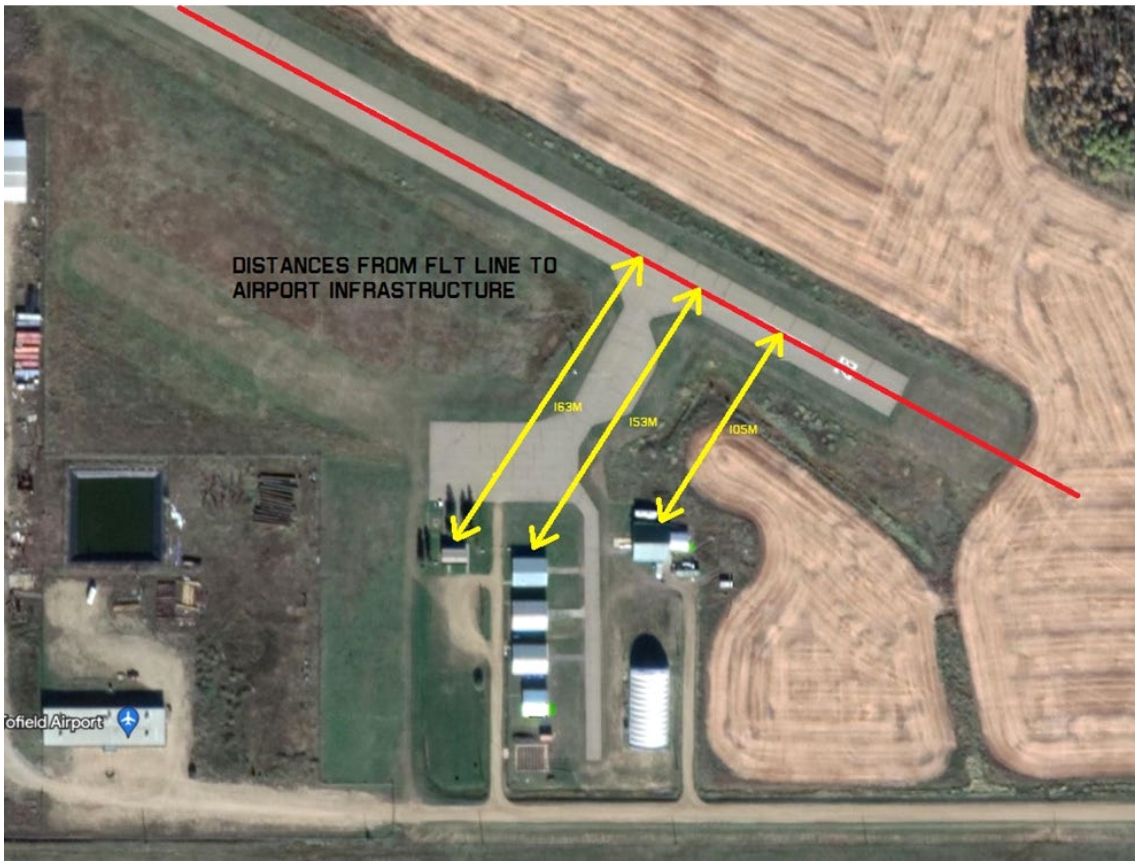
- There are no other risk mitigations required for Tofield aerodrome.

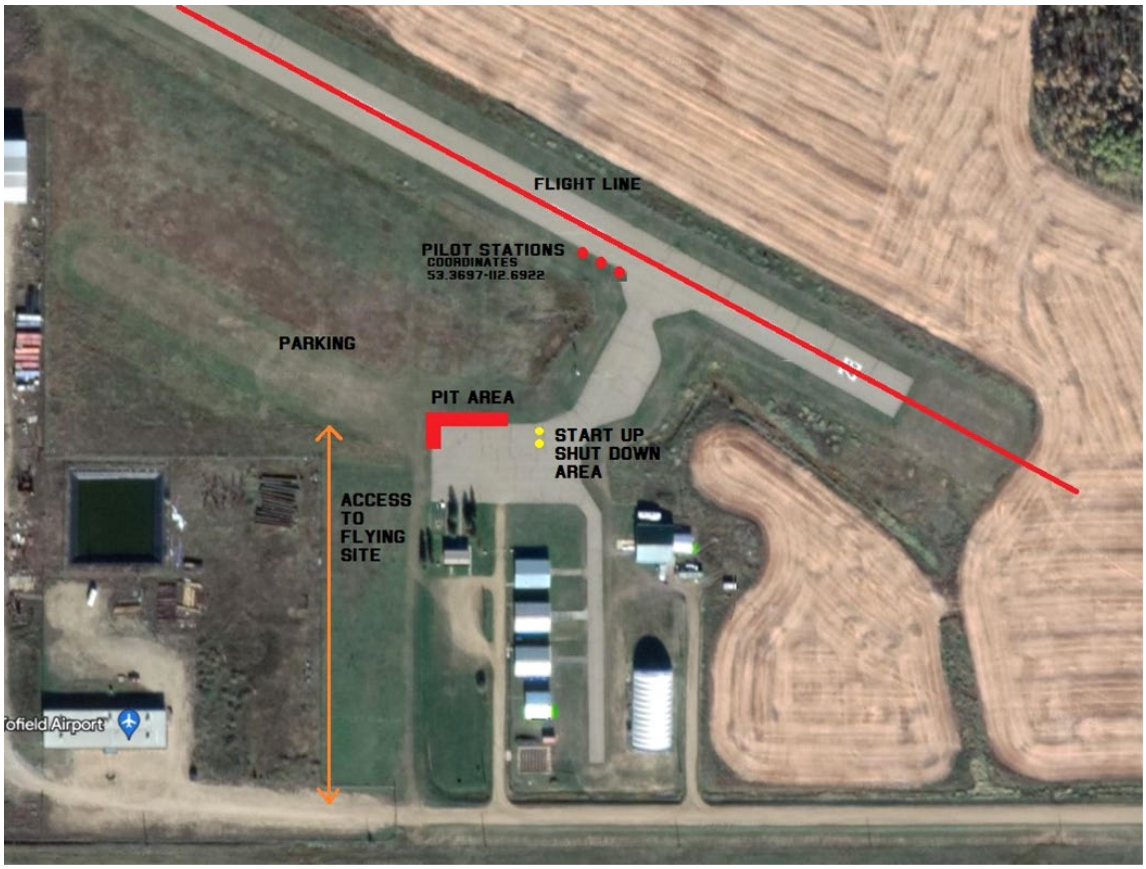
Description of aerodrome layout

Please refer to attached drawings.

Description of aerodrome traffic – types, patterns, and any other data

The activity at this aerodrome is limited to local general aviation flying. The primary users are the aircraft hangered at the airport. They are private pilots that fly primarily in the evenings and on weekends. The occasional transiting private aircraft will land for a rest break and to top up their fuel. In the 20 years that we have been at the airport there has never been any commercial operations. The major general use airport for the area is at Cooking Lake (CEZ3) with AME services, 60 hangers and home to a flight school. It is 15.5nm to the west and is the focal point for local aviation.

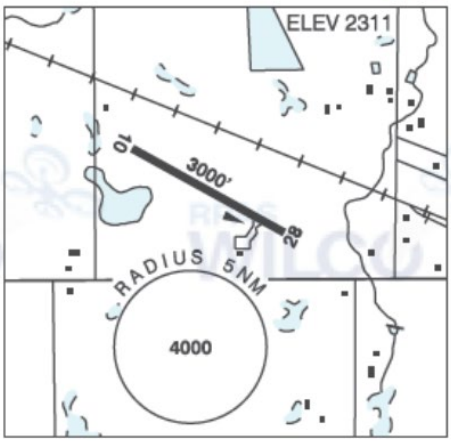

DISTANCES FROM FLT LINE TO
AIRPORT INFRASTRUCTURE
163M
153M
105M
ofield Airport


FLIGHT LINE
PILOT STATIONS
COORDINATES
53.3697-112.6922
PARKING
PIT AREA
START UP
SHUT DOWN
AREA
ACCESS
TO
FLYING
SITE
ofield Airport

Tofield Minature Aircraft Association Flight Box

TOFIELD AB CEV7

REF	N53 22 16 W112 41 48 Adj W 15°E (2012) UTC-7(6) Elev 2311´ VTA A5015
OPR	Town of Tofield 780-662-3269 Reg
PF	A-1 C-2,3,4,5
FLT PLN FIC ACC	 Edmonton 780-890-8386 or Edmonton 866-WXBRIEF (Toll free within Canada) or 866-541-4102 (Toll free within Canada & USA) Edmonton IFR 888-358-7526
SERVICES FUEL	 100LL
RWY DATA RCR	Rwy 10(103°)/28(283°) 3000x75 ASPH Opr Ltd win maint
COMM ATF	 tfc 123.2 5NM 5400 ASL
PRO	Rgt hand circuits Rwy 10 (CAR 602.96).
CAUTION	Model acft activity Apr 1-Sep 30.



Tofield Airport: CEV7

Operator: Reg, Town of Tofield
53 22.16N
112 41.48W
Elev 2311ft

Postion WRT Edmonton Control Area

Current Canadian VNC Chart

TOFIELD (HEALTH CENTRE) AB (Heli) CTF2

REF	N53 22 23 W112 39 02 Adj E 14°E (2014) UTC-7(6) Elev 2297´ VTA A5015
OPR	Alberta Health Services 780-662-3263 Cert NVIS OPS AUTH PPR
PF	A-1,2,4 C-3,5
FLT PLN FIC	Edmonton 866-WXBRIEF (Toll free within Canada) or 866-541-4102 (Toll free within Canada & USA)
ACC	Edmonton IFR 888-358-7526
HELI DATA	FATO 67' dia CONC/GRASS TLOF 39' dia CONC Safety Area 89' dia Max heli overall length 44.8' (CAR 602.96)
RCR	Opr
LIGHTING	RW(LO)
COMM ATF	tfc 123.2 5NM centred on Tofield land A/D 1.6NM W 5400 ASL
PRO	Arr/dep 014°-104° fr heli, slope 8% (H3) (CAR 602.96).
CAUTION	Lgtd twr 86 AAE 2383 ASL aprx 267' NW of heli.

VFR CIRCUIT PROCEDURES AT UNCONTROLLED AERODROMES

Communications Requirements

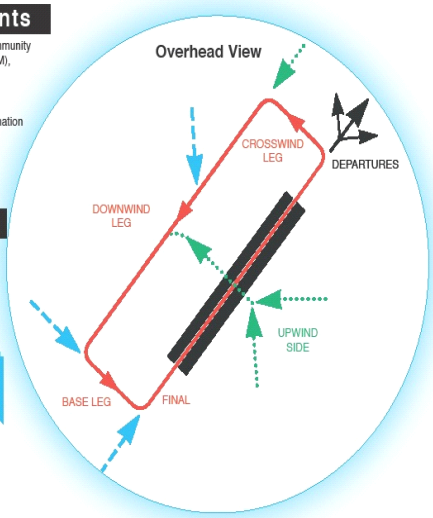
Information can be exchanged with a flight service station (FSS), community aerodrome radio station (CARS), universal communications (UNICOM), or vehicle operators by directed transmissions, or with other aircraft by broadcast transmissions. See the *Transport Canada Aeronautical Information Manual* (TC AIM) RAC 4.5 for the current requirements.

It is essential that pilots be aware of other traffic and exchange information when approaching or departing an uncontrolled aerodrome, since some aircraft may be receiver only (RONLY) or no radio (NORDO).

Standard Left-Hand Pattern

Before arriving at an uncontrolled aerodrome, plan your approach to the circuit.

If it is necessary to cross over the aerodrome prior to joining the circuit, or after departure, it is recommended that the crossover be made at least 500 ft above the circuit altitude.



Where designated, a mandatory frequency (MF) or aerodrome traffic frequency (ATF) area is normally a circle with a 5-NM radius, capped at 3 000 ft above aerodrome elevation (AAE). All radio-equipped aircraft must monitor a common designated frequency.

At aerodromes that have published instrument approaches, the MF area may be expanded to include the approach area. See the *Canada Flight Supplement* (CFS) for current information.

MF/ATF Communication Procedures (see TC AIM 4.5.7)

Note: If your aircraft is radio-equipped, it is recommended that the same calls be made at non-MF aerodromes.

Arrival: (CAR 602.101)

- Report position, altitude, arrival procedure intentions and estimated time of landing (ETL) at least 5 min prior to entering the area.
- Maintain a listening watch on the designated frequency.
- Report when joining the circuit, giving position in the pattern.
- Report when on the downwind leg, if applicable.
- Report when established on final.
- Report when clear of the active runway after landing.

Operations on manoeuvring area: (CAR 602.99)

- Report intentions and maintain listening watch prior to entering the manoeuvring area.

Departure: (CAR 602.100)

- Report intentions before moving onto take-off surface.
- Ascertain by radio and by visual observation that no conflict is likely during takeoff.
- Report departure from aerodrome traffic circuit.
- Monitor the designated frequency until well clear of the MF/ATF area.

Circuits: (CAR 602.102)

- Report when entering the downwind leg.
- Report, with intentions, when established on final.
- Report when clear of the active runway after the final landing.

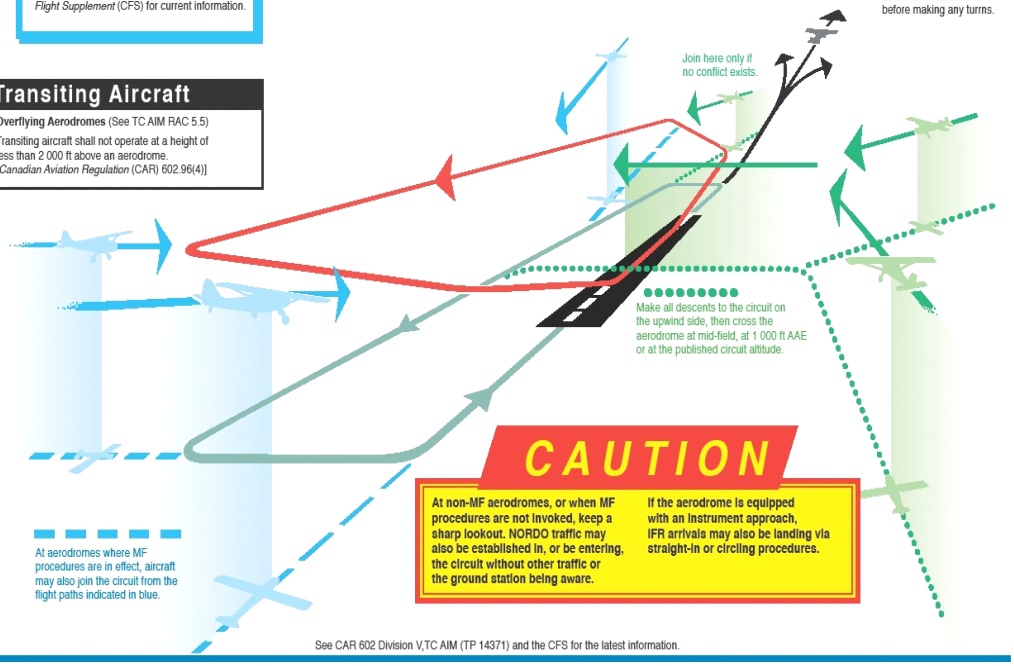
Transiting Aircraft

Overflying Aerodromes (See TC AIM RAC 5.5)

Transiting aircraft shall not operate at a height of less than 2 000 ft above an aerodrome. [*Canadian Aviation Regulation* (CAR) 602.96(4)]

DEPARTURES

Climb to circuit altitude before making any turns.



CAUTION

At non-MF aerodromes, or when MF procedures are not invoked, keep a sharp lookout. NORDO traffic may also be established in, or be entering, the circuit without other traffic or the ground station being aware.

If the aerodrome is equipped with an instrument approach, IFR arrivals may also be landing via straight-in or circling procedures.

See CAR 602 Division V,TC AIM (TP 14371) and the CFS for the latest information.

TP 11541
(06/2010)

TC-1002940

Canada