



**THIS SITE IS RESERVED
FOR MODEL AIRCRAFT OPERATION ONLY**

**NO
UNAUTHORIZED DRONE
PERMITTED**

**MODEL AIRCRAFT OPERATION MAY BE
HAZARDOUS – PROCEED AT OWN RISK**

**PLEASE CONTACT WWW.MAAC.CA FOR
ADDITIONAL INFORMATION**

Humber Valley R/C Flyers Inc.

HVRCF Revision 2 October 2023

Introduction

This site is in controlled airspace – strict compliance with these rules is required. The following rules package must be available to all HVRCF RPAS Pilots while operating mRPAS and RPAS at this site, either electronically or in print. In addition to the following club rules, the following concepts must be met by all members.

1. Each RPAS must be registered with a Manufacturer Safety Assurance Declaration, either under the MAAC declaration (Model Aircraft, Rotary wing, or Hybrid) or with another established manufacturer (DJI etc.) **and** each RPAS must have the required documentation available (owners user/maintenance “manual”)
2. All RPAS pilots must have an Advanced RPAS Certificate, or be operating under the direct supervision of an Advanced RPAS Certificate holder and
3. Each **individual pilot’s RPAS flying session** must have permission from the controlling agency via NAV DRONE. There is no group permission ability to date.

Administrative Rules

1. Humber Valley Radio Control Flyers field is located at **2955 Kipling Ave, Toronto, Ontario** and all members must read and comply with the City of Toronto land use agreement (attached).
2. The site is in NAV CANADA Lester B. Pearson International Airport (CYYZ) Class C transponder mandatory controlled airspace.
3. FLYING HOURS for the club are Monday to Saturday 8:00am to 9:00pm, Sunday 9:00am to 9:00pm ½ hour after sunrise seasonal to ½ before sunset. No internal combustion engine a/c before 10am). Night flying PROHIBITED.
4. The club gate MUST be always locked.
5. ALL HVRCF members must be MAAC members in good standing during the current year (January – December). All guests flying at HVRCF is prohibited until further notice.
6. Members must clearly display their MAAC card on the frequency board.
7. **RPA Basic Certified members may not fly or operate RPAS, except as authorized in the CAR or MAAC policy.**
8. All members must log into the *hvr cf.org* website members “Field log” Complete the form for any type of flying activities and receive e-mail authorization.
9. When visitors are permitted, the Club executive and members at the site are responsible to ensure that all visiting mRPAS or RPAS pilots are briefed on this rules package.

In the event of an emergency, call 911 - the address is 2955 Kipling Ave, Toronto, Ontario.

mRPAS rules - NAV CANADA airspace

1. Per the CAR, mRPAS do not require an RPAS operators' certificate and cannot be registered with Transport Canada. mRPAS are however regulated under CAR900.06 and part VI of the CAR.
2. mRPAS operation inside controlled airspace cannot use and do not need NAV DRONE for permission.
3. Per MAAC policy, operating mRPAS inside controlled airspace is only permitted where MAAC has issued an SOC that determines CAR900.06 has been met. This site meets mRPAS requirements.

NOTE – The MAAC Manufacturer Declaration policy does not permit “drone” operation in controlled airspace. A “drone” is **not** defined by propulsion system (i.e., multi-rotor) but rather whether there is any type of onboard semi-autonomous flight control systems such as “return to home”. All MAAC mRPAS must be flown by the pilot – basic stability gyros or simple stability systems like SAFE are allowed. Please read MAAC policy or contact MAAC for additional information.

4. Therefore, members may operate mRPAS at this site without any RPAS pilot certification, registration or additional airspace permission provided the following conditions are met:
 - All mRPAS must be flown in direct control mode only. **“Drones” are prohibited.**
 - **mRPAS pilots must confirm that their models weight less than 250 g.**
 - There are no age restrictions on mRPAS flight.
 - mRPAS do not require a MAAC “manufacturer operations manual” or similar.
 - mRPAS will be operated in accordance with all site and MAAC rules such as honouring the flight line. Spotters are at member discretion.
5. NOTE - if a member has obtained NAV DRONE permission to operate an RPAS for a given day/session, they may also fly a mRPAS at any time during or outside the NAV DRONE permission time limits without any further permission.

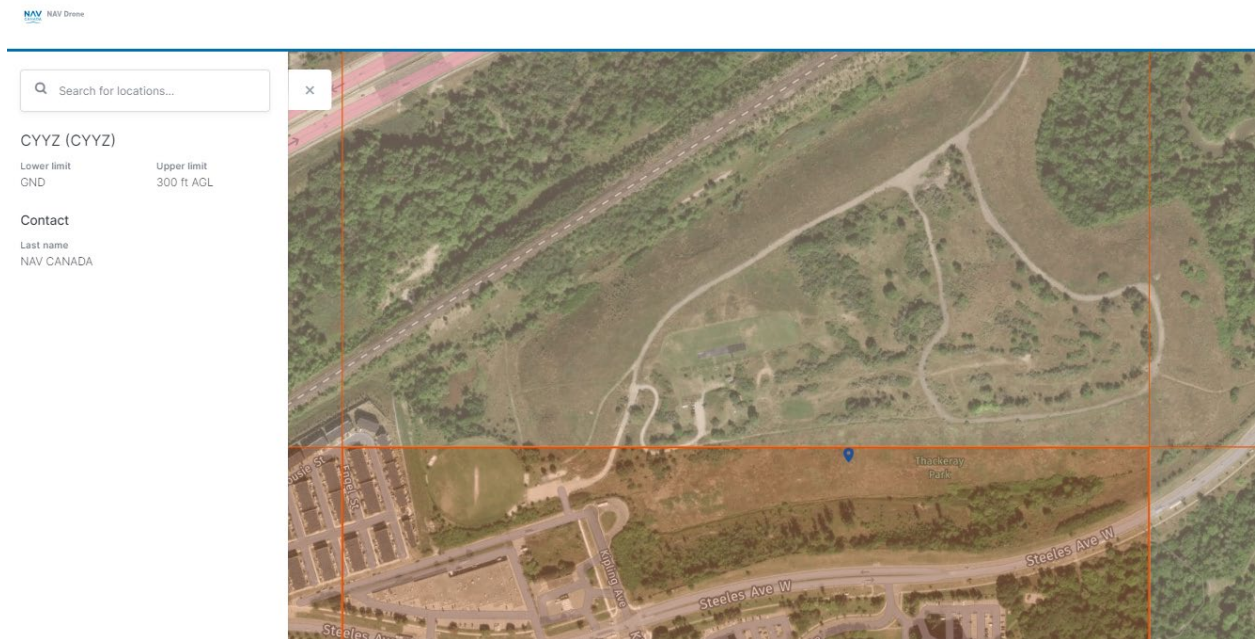
MAAC members conducting mRPAS activities shall give way or otherwise immediately get out of the way of all full-scale aircraft – no exceptions.

Normal operating procedures and Club safety rules

1. The types of modelling activities permitted at the HVRCF Field include fixed-wing and rotary wing RPAs up to 25 kg. Gas-turbine powered models are not permitted.
2. Advanced RPAS Pilot certification is required to operate RPAS at the HVRCF field.
3. **Conformance to MAAC RPAS Manufacturer Declaration is mandatory for all RPAS pilots.** The MAAC RPAS Manufacturer Declaration policy items are append to this rules package.
4. Each individual RPAS flying session **must** have an appropriate NAV DRONE permission/approval. (Please refer to the MAAC tutorial on what values to enter in NAV DRONE for a MAAC SOC flying site).
 - a. There is no group ability or sharing of a NAV DRONE approval or similar – every pilot must submit their own individual request for each flying session.
 - b. For clarity, unless specified in the NAV DRONE approval, MAAC declared model aircraft **do not** require a “transponder” or any other onboard ATC identification equipment to operate in CYYZ Class C transponder airspace.

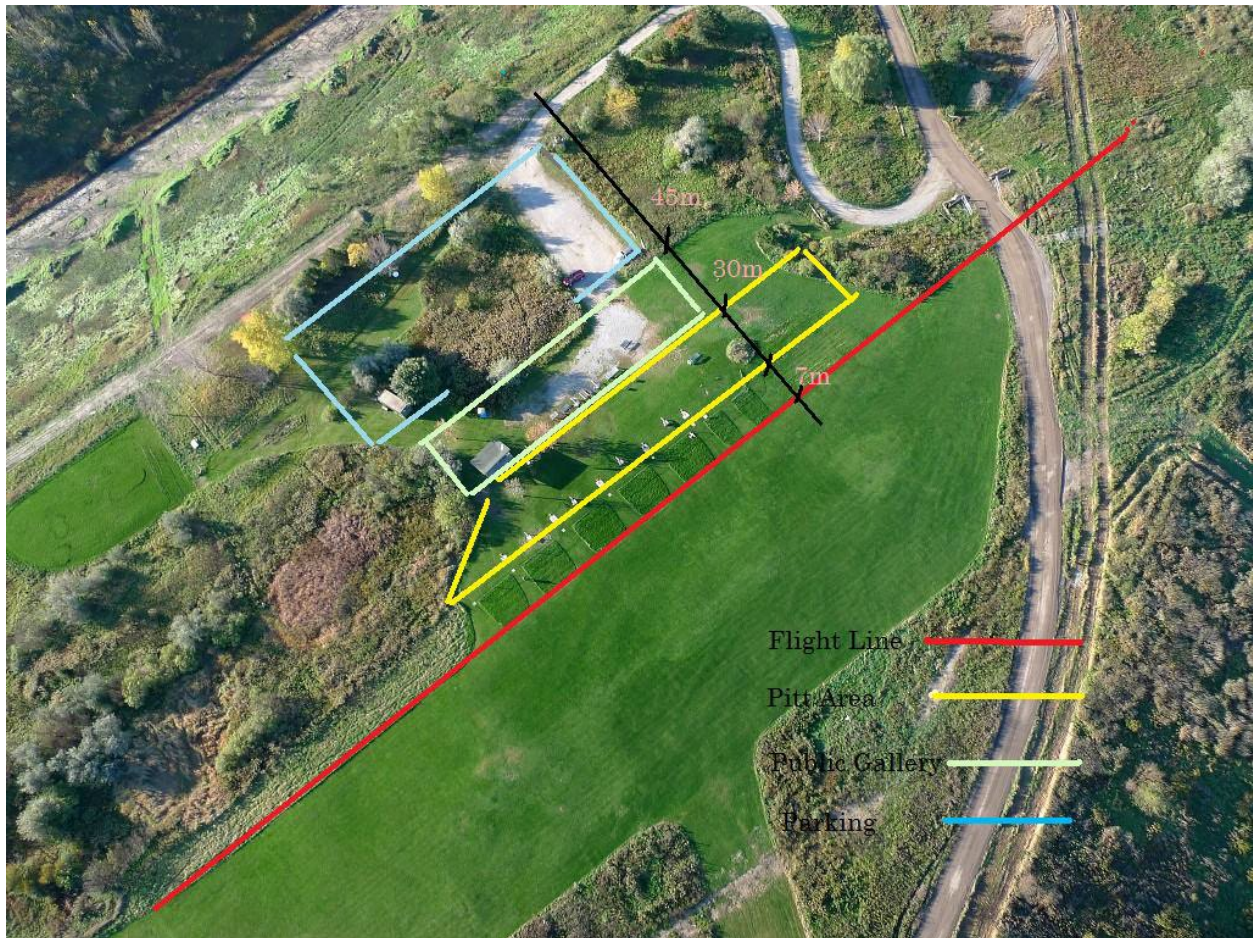
- c. Please direct NAV DRONE usage questions to NAV CANADA via their feedback channels.
5. MAAC RPAS operation is **only** permitted to a maximum of 400' above ground level by both MAAC and Transport Canada. Members **shall not** make individual requests for higher altitudes – those requests must be processed by MAAC under the MAAC manufacturer declaration.

NOTE – the NAV DRONE grid area immediately south of our flying site is restricted to 300'AGL for RPAS operations. Ensure you do not inadvertently enter this area – please see fly-away procedures later in this document.



6. A copy of a recent site survey for the site **must be always present** – either in print or electronically. MAAC endorses the use of RPAS Wilco, provided a site survey is conducted at least once per flying session (once per day). A group site survey is permitted, provided the information is readily available to all RPAS pilots, including Toronto (CYYZ) weather and CYYZ NOTAM information. Members can share a single RPAS Wilco survey or brief one another throughout the day as new members arrive – but a completed site survey must be always present.
7. No RPA flying will occur below the MAAC mandated weather minimum. Cloud ceiling below 1000', horizontal visibility of less than 3sm and other obscuring conditions (fog, smoke, haze etc.) which could make spotting full-scale aircraft difficult.
8. Night flying is not permitted at HVRCF- Thackeray. The determination of night "time" shall be made using any Weather network data.

9. Pilots shall perform a thorough pre-flight check of their equipment at the beginning of each flying day which must include a range check and confirmation that fail-safe settings are active (as per MAAC manufacturer declaration).
10. The start-up/run-up areas are in the yellow zone 7m from the flight line. "Persons not associated" (PNA) must remain in the green zone 30m from the flight line. Parking is in the blue area 45m from the flight line.



11. Start-up, take-off, landing approach, and recovery procedures:

- a. All models will be restrained before being armed or started in the designated start-up areas.
- b. Hand launching shall be done in agreement with any pilots flying.
- c. Pilots shall take off into the prevailing winds, or otherwise in agreement with all pilots flying.
- d. The recovery of downed models in the flying area shall not be done without the agreement of all pilots flying. No flying directly over the recovery crew.
- e. No flying while runway or landscape maintenance is being conducted in the take-off/landing area.
- f. Standing on runways is not allowed except to take off or to retrieve your aircraft.
- g. All pilots must call out "Take off, land or on the runway"
- h. When flying, pilots must stand at pilot stations.

- i Pilots shall not fly behind the flight line or in any other designated no-fly zone.
- j. A maximum of (5) aircraft of any type is permitted to be flying simultaneously at any given time. Formation flying requires agreement of the flight line.
- k. Pilots shall make the following verbal call-outs:
Taxi, Take-off, Landing, Dead-stick, Loss of control, FLY AWAY!



VISUAL OBSERVER (VO)

Visual observers are mandatory in controlled airspace and members must conform to the following information:

1. The HVRC site is not located directly under any published flight paths. However, HVRC members must maintain an active visual lookout while flying RPAS as part of the MAAC safety assurance declaration.
2. Radio monitoring is not required at this site.
3. The visual observer (or other non-flying pilot/delegate) should be assigned responsibility for ensuring “communication capability” is maintained with Air Traffic Control per the approval notice.
4. Visual observers for operations in controlled airspace should be certified RPAS pilots (basic or advanced). A minimum of one visual observer per flight line is required. For greater clarity the VO’s Primary role is to scan the sky for approaching full scale aircraft – not watch the RPAS.
5. The VO can be located anywhere behind the flight line, and within 10m of any pilot provided they are positioned in such a way that they are close enough to ensure their voice can be clearly heard and understood – the VO should seek verbal Pilot confirmation of all instructions and observations. Their view of the sky must also be unobstructed and free from the sun’s glare. (hat sunglasses etc).
6. VO’s shall be briefed prior to any RPAS operations on site and event procedures when spotting a potential conflict with full-scale aircraft.
7. When spotting a potential conflict – yell “AIRPLANE” in a clear loud voice – and provide other instructions/information as necessary.
8. When the VO believes, or the pilots flying observe the airplane is no longer a problem, yell – ALL CLEAR. Flying may resume as normal.
9. Any other member or pilot at the field shall communicate immediately verbally to active pilots and the VO if they observe a full-size aircraft that may be entering a conflict situation, or persons or vehicles entering our flight area.
10. Members must not make any ambient noise generation during model operations, which could interfere with visual observer(s) aural notifications. This includes loud music or announcers, run-ups, engine tuning, loud generators near pilots or similar.

Adjacent Aerodromes

The nearest adjacent aerodromes/airports are outside the CAR requirement for procedures. Any fly-away proceeding outside our flying area will be addressed by the ATC contact. As an FYI, the nearest airport locations are as follows:

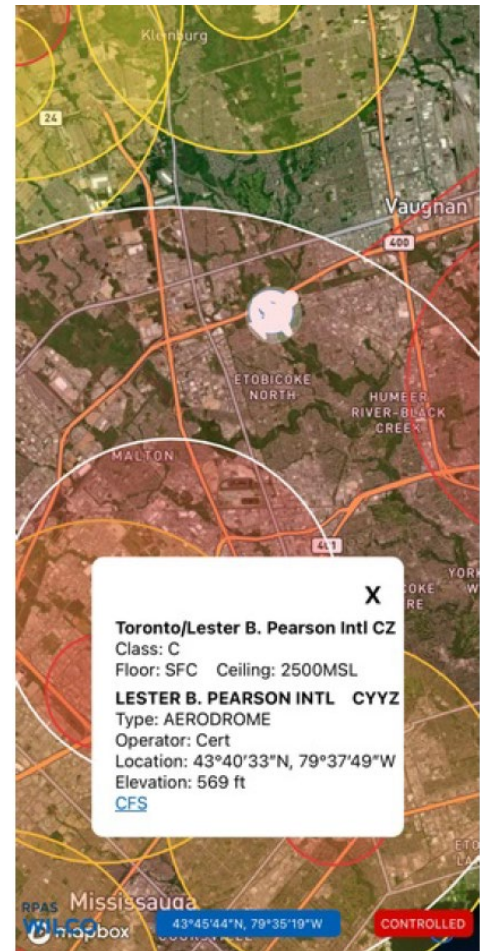
- a. Toronto Lester B Pearson airport (CYYZ) 5.48nm southwest
- b. Downsview airport (CYZD) 5.45nm east.

Emergency Procedures

1. In case of uncontrolled and sustained RPAS movement (fly-away or uncontrolled flight) **outside our flying area in any direction**, immediately contact the CYYZ control tower at 905-676- 3588 (emergency only) and advise of the situation and direction of fly-away.

NOTE – this process is **not required** for crashes or minor deviations immediately outside the flying area – see reporting requirements or CAR901.49. This includes the 300’agl NAV DRONE gird area immediately south of our flying area – if the transgression is of very short duration and the model returns to our flying area, **do NOT call CYYZ ATC**. Rather, complete the MAAC Reportable Occurrence form as indicated below.

2. **If there is any type of near miss or safety concern between a full-scale aircraft and our RPA, ALL FLYING SHALL cease immediately.** The members involved should fill out a MAAC reportable occurrence report and submit that to MAAC and the Club executive and follow MAAC policy with the **following exceptions:**
 - a. 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 MAAC and the club executive when able and recall you must keep this form for one year (CAR901.49 (2)). Resume flying when done.
 - b. 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.
 - c. If there is actual contact between an aircraft and a MAAC RPAS – all flying will cease until MAAC confirms we may resume operations.
 - d. This process is for your protection.
3. In the event of any normally expected **modelling mishap** which requires any degree of repair, the model may only be “field repaired” if all normal modelling supplies and tools are present and used in accordance with established modeling practices or manufacturer instructions.
 - a. Any repair other than minor (replacing broken propeller etc.) shall be treated as a maiden flight. Ensure logbook entries are made.
 - b. Any repair that cannot be fixed at the field shall only be repaired at the modellers/owner’s shop or other repair facility. **Ensure logbook entries are made.**



4. These rules will be reviewed annually by the Club executive. Members are encouraged to provide feedback and suggest amendments to improve safety standards and the caliber of RPAS operations.

HVRCF Pilot CHECKLIST

PRE-flight:

Weather- No Icing forecasted. Winds and temperatures are within aircraft operating manual limits and your pilot skills.

Aircraft Operating Manual.

Website - *hvrcf.org*: Pilot login authorization.

Nav-Drone Flight authorization.

On The Field:

Rpas Wilco Site Survey – On site.

CHECK - Persons not associated with the operation (PNA). PNA are anyone you don't know, including dog walkers, Bikers etc.

Open Field Box - Make readily accessible the medical kit and fire ext.

Ensure the following documents are present: Membership & MAAC card, City Park Permit and MAAC SOC.

Before Takeoff:

Establish communication protocol with the Club Spotter. (See spotter briefing).

AC airframe inspection and fuel/battery endurance determination.

Fail -Safe Check – Mandatory, first flight of the day.

Range Check – Mandatory (See manufacturer owner's manual).

Runway damage inspection and FOD inspection.

Take-Off:

Determine circuit direction and observe PNA.

Communicate with flying pilots. *"Taking Off"* PNA - 100' horizontal.

Circuit:

Height – Max 400' AGL.

"Traffic"- Dive immediately to 100' AGL. Assess full scale traffic heading and altitude – Turn 90 degrees – Do not cross flight lines!

Approach:

Observe 100' PNA. *"Landing"*

MAAC Manufacturer Declaration requirements

Please refer to the full policy for additional information. The following are the core requirements of the policy that enable MAAC operation in controlled airspace.

To be eligible to be classified as meeting the “MAAC RPAS Manufacturer Declaration”, the RPAS must meet the following technical requirements:

- a) The RPA must not weigh more than 25kg ready to fly (SFOC are not permitted),
- b) The RPA must be of a type, quality and construction or assembly method consistent with the commonly accepted definition of “model aircraft” in North America, wherein the MAAC member, using the MAAC safety code and processes, is responsible for any portion of construction or final flight ready assembly. See MAAC policy for a detailed description of the types of acceptable MAAC RPAS/model aircraft and their classifications.
- c) The control system and components must be of a type, and quality meeting Industry Canada approval and otherwise meet MAAC Safety Code and commonly accepted modeling and model industry standards for radio control installation and operation.
- d) The RPAS must not contain any type of “Human-on-the-loop” or other computer control in the control system. For clarity, deactivation, or temporary disabling of any such system is not acceptable – these types of control systems must not be present in the system.
- f) RPA operating in controlled airspace up to 400’AGL, MAAC VLOS meets CAR922.04 requirements provided the RPAS pilot operates in accordance with MAAC VLOS.
- g) The RPA must have performance capability to descend from the maximum altitude approved by the controlling agency to 60’AGL at a rate of 700 feet per minute or greater.
- h) The RPA or RPAS must have an operable “flight termination” system or design criteria that can be reasonably expected to terminate the flight with minimal delay in the event of a control link failure.
- i) If intended to be flown at night, or if required by the controlling agency during the day, the RPA must have a functioning lighting system to ensure MAAC VLOS requirements are met or to provide enhanced visual detection for full-scale pilots.

Prior to RPAS operation under the “MAAC RPAS Manufacturer Declaration”, the **RPAS pilot shall ensure the RPAS owner** has documentation available at the site/event for each RPA which contains the following information. This may be in electronic or printed format however MAAC highly recommends this information be included in the RPA logbook, either as a separate page entry, an addendum, or as a package of info

- a) RPA Make or manufacturer name,

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- b) Model – the specific RPA model designation including the bound/used transmitter.
- c) The RPA category (MAAC Model Aircraft, MAAC Rotary Wing, MAAC Hybrid)
- d) The RPA maintenance program that includes:
 - i. instructions related to servicing and maintaining the RPA and control system,

- ii. An inspection program to maintain system readiness.
- e) Any weight limits or center of gravity concerns or related special requirements.
- f) Any RPA design features such as limitations on speed, altitude, or operational restrictions,
- g) Any foreseeable weather conditions or limitations affecting RPAS operation,
- h) Any special or unique features of the system that could result in severe injury to crew members during operation.
- i) Any special or unique design features of the system, and the operating procedures, that are intended to protect against injury any person not involved in the operation,
- j) Any warning information provided to the pilot notifying any degraded system performance,
- k) Any special or procedures for operating in normal or emergency conditions,
- l) Any special assembly, adjustment, or post flight inspection requirements, and
- m) Any available manuals or component operating instructions.
- n) The above records shall be kept by the owner, and any subsequent MAAC owner for the life of the RPAS, or until two years after the RPAS is withdrawn from service and de-registered.

To operate a RPAS under the “MAAC RPAS Manufacturer Declaration”, the **RPAS pilot shall** ensure the following requirements are met:

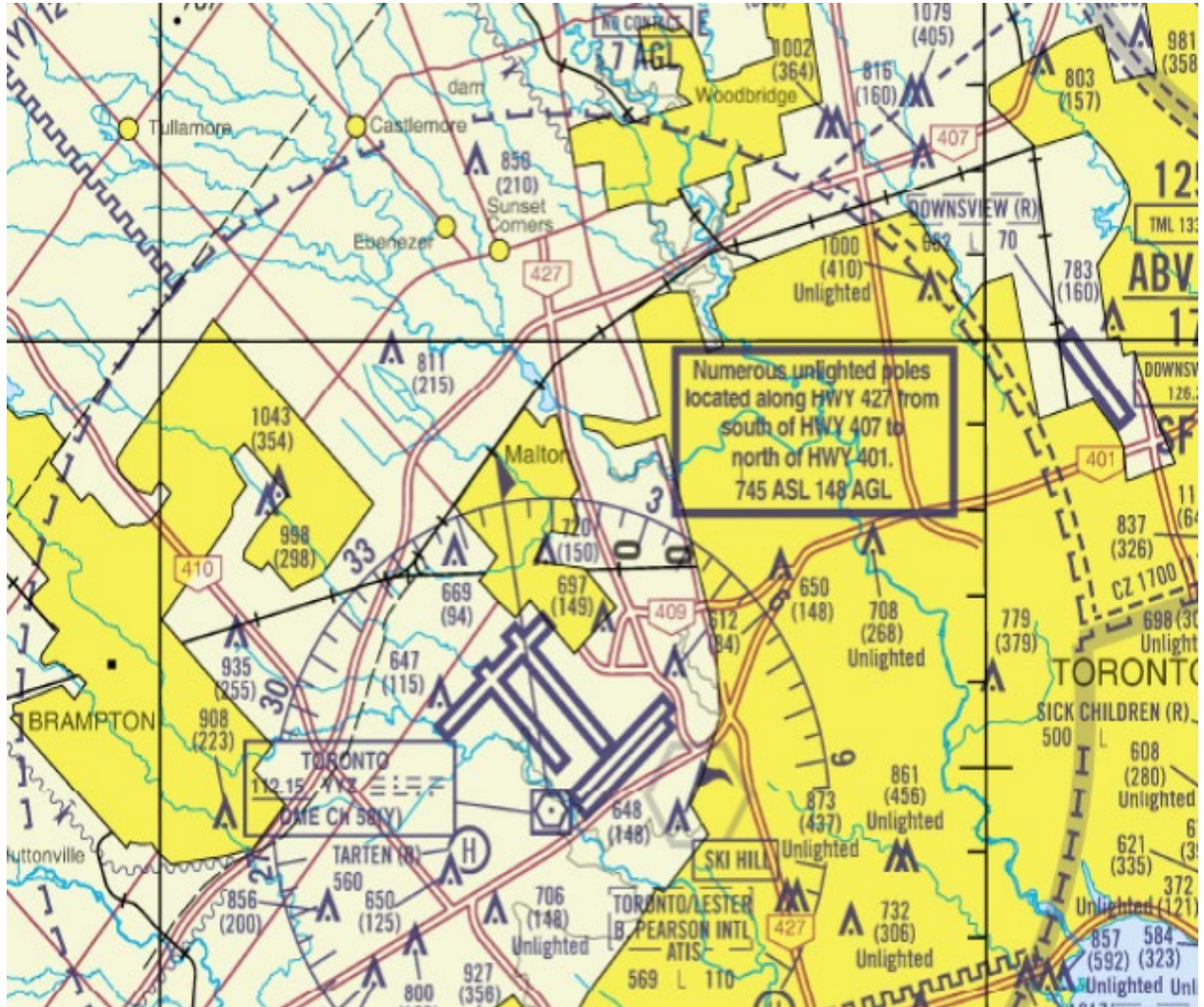
- a) All other relevant sections of the CAR are met,
- b) The RPAS is operated in compliance with the MAAC Safety Code and any category specific rules or requirements.
- c) The RPAS meets the technical requirements of MAAC policy,
- e) The RPAS shall not be operated in any mode other than “direct manual control”
- f) The pilot shall not operate more than one RPAS at a time.
- g) The pilot shall not operate the RPA unless any equipped onboard flight termination system is operable,
- h) The RPA shall not be operated within 30 meters of any bystander or spectator, under any circumstances and **regardless of altitude**.
- i) The pilot shall not operate an RPAS unless at least one visual observer is present Note, unless required by the controlling agency or stipulated in the site SOC, mRPAS do not require a visual observer.
- j) The RPAS shall not be operated in any weather condition, near terrain or any other condition which could:
 - i. reduce or negate visual detection of approaching full scale aircraft or bystanders,
 - ii. interfere with radio control link range or clarity of reception or
 - iii. negatively affect the performance of the RPA or the control system where safety of operation could be compromised.
- k) The pilot shall only operate a RPA of a type, size or performance capability that can realistically be expected to maintain controlled flight within the lateral and vertical flying area confines specified in the SOC or by the controlling agency,
- l) The RPAS pilot shall report to MAAC without delay any defect, flaw or equipment performance issue that negatively affected meeting any of the technical or operational requirements of this policy.
 - i. The RPAS **shall not** be operated again under this declaration until both MAAC and the RPAS pilot/owner have investigated and agree the noted deficiency has been rectified.
 - ii. Members shall use the MAAC Reportable Occurrence form and MAAC shall respond in writing. Any such record shall be kept for two years from the date of the agreement to cause and remedy.

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iii. The above records shall be kept by the owner, and any subsequent MAAC owner for the life of the RPAS, or until two years after the RPAS is withdrawn from service and de-registered.

CFS Entry

The CYYZ CFS entry does not contain any RPAS procedures, cautions or restrictions. Due to the size of the entry, it is not included in this document – with MAAC concurrence. Members wishing to consult the CFS entry may do so using RPAS Wilco resource feature, or by conducting a site survey. In lieu of the CFS entry, the following CYYZ VTA provides a better depiction of our site location vis a vis CYYZ and CYZD – Toronto Downsview.



TORONIO

Parks, Forestry & Recreation

PERMIT

Etobicoke Civic Centre
399 The West Mall
Toronto, ON M9C 2Y2
Fax: (416) 394-8935

PERMIT is not Transferable To Any Other User, Park, Location Or Date

Date: Mar 23, 2023
Contract #: 3649412

User: ~~snjrod~~
Status: Firm

CLIENT INFORMATION

Tom Gottlieb
Humber Valley Radio Control Flyers
551 Saint Clements Ave
Toronto ON MSN 1M5

Home#: (416) 781-3189
Business#: (416) 781-3189
Fax#: (416) 781-2212

PERMIT FEE IS NON-REFUNDABLE.

HST#: 86740-2299-RT001

i) Purpose of Use 2023 SPRING/SUMMER Model Aircraft Flying - SN Athletic Event

ii) Conditions of Use:

- Humber Valley RIC Flyers is required to provide proof of insurance under the Model Aeronautics Association of Canada (MAAC).
- An updated membership list verifying current membership of the club is to be submitted at time of permit renewal. All members who fly an aircraft must possess current MAAC insurance.
- All members must adhere to the predetermined "Fly Zone" - South of the railroad tracks and North of the flight line (North of the pilot stations).
- The "No Fly Zone" includes flying over any populated areas, buildings, playing fields, railway tracks or south of Steeles Avenue.
- Aircrafts must be within the 88 decibel noise limit measured at 25 feet from the aircraft while on the ground.
- Aircrafts that are equipped with an internal combustion engine are prohibited prior to 10:00am.
- Humber Valley RIC Flyers and its membership are required to adhere to the Toronto Municipal Code - Chapter 591, Noise:*****1. Permit is subject to modifications based on the Provincial orders and guidelines and Toronto Public Health guidance.
- 2. All activities must comply with the outdoor sports and recreation fitness distancing measures and other direction issued by federal, provincial, municipal government authorities, the sport governing body and including Toronto Public Health guidance.
- 3. Permit holder agrees to adhere to the maximum number of participants, as required by the Provincial Regulation and Toronto Public Health guidelines.
- 4. Permit holder agrees to proceed into updated regulations as stipulated under Provincial regulations and cannot be initiated until such approvals are received.
- 5. Prior to attending the activity, every participant must do the self-assessment for COVID-19 on the Ontario Ministry of Health website and if they do not pass the assessment they should not attend until they pass the assessment and do not have signs and symptoms of COVID-19.
- 6. Permit holders should be aware that the risk of severe illness may be higher if you have a weakened immune system.
- 7. Facilities may not have all amenities/services available.
- 8. Permit holders must comply with limitations to access restricted areas such as change rooms and washrooms.
- 9. Participants should arrive for the starting time of the activity and not linger after the permit or activity is over.
- 10. Each permit holder must to the best of their ability maintain a record of participants that could support potential public health contact tracing as needed.
- 11. The Permit holder is responsible for ensuring any equipment being used is properly disinfected prior to use, during and following use. Anything a permit holder brings in must also be disinfected.
- 12. Participants should not be sharing equipment, such as water bottles, towels or sports equipment, prior to or during the permitted activity.
- 13. Participants must exercise appropriate hygiene including hand washing, avoiding touching other participants (e.g. shaking hands, high fives), and avoiding touching your face as much as possible.
- 14. The attendance# reflects on average the# of participants that will attend.
- 15. To promote a positive and inclusive experience in City of Toronto sports facilities and to protect the dignity and well-being of Indigenous communities, the City of Toronto prohibits the display of Indigenous-themed sports images, logos, or team names except for those used by Indigenous sports organizations.
- 16. Operators and permit holders agree to adhere to the Toronto Public Health guidelines related Toronto Public Health COVID-10 Guidelines for Outdoor Recreational Amenities by providing signature below.

iii) Date and Times of Use # of Bookings: 245 Starting: Mar 15, 2023 Ending: Nov 14, 2023 Attendance:20

Facility	Day	Start Date	Start Time	End Date	End Time	Mode	Weeks
Thackeray Park - Parkland	Wed	Mar 15, 2023	08:00 AM	Nov 08, 2023	09:00 PM	Weekly	35
Thackeray Park - Parkland	Thu	Mar 16, 2023	08:00 AM	Nov 09, 2023	09:00 PM	Weekly	35
Thackeray Park - Parkland	Fri	Mar 17, 2023	08:00AM	Nov 10, 2023	09:00 PM	Weekly	35
Thackeray Park - Parkland	Sat	Mar 18, 2023	08:00 AM	Nov 11, 2023	09:00 PM	Weekly	35
Thackeray Park - Parkland	Sun	Mar 19, 2023	08:00 AM	Nov 12, 2023	09:00 PM	Weekly	35
Thackeray Park - Parkland	Mon	Mar 20, 2023	08:00 AM	Nov 13, 2023	09:00 PM	Weekly	35
Thackeray Park - Parkland	Tue	Mar 21, 2023	08:00AM	Nov 14, 2023	09:00 PM	Weekly	35

iv) Additional Fees

Extra Fee - Rental

Quantity Charge Tax Total

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Contract#: 3649412