

**Tofield Miniature Aircraft Association
CEV7 aerodrome center
Rules 2025**

MAAC Approved July 15, 2025

The following rules package must be available to all RPAS Pilots while operating RPAS at this site, either electronically or in print. Nothing in these rules relieves the RPAS pilot of their individual CAR compliance requirements.

Administrative

Club: TOFIELD MINITURE AIRCRAFT ASSOCIATION (# 632, Zone A)

Field Name: Tofield Airport

Location: Tofield Airport – CEV7 Aerodrome Centre, Airport Road, Tofield, Alberta

Coordinates: 53.02211N, 112.4131W

Pilot Station Coordinates: 53° 22' 11.2"N 112° 41' 32.7"W
(53.369768, -112.692415)

Contact(s): Aaron Forth, MAAC #52786
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Conditions for Use - All persons using this modelling site must:

1. be MAAC members in good standing.
2. be members of Tofield Miniature Aircraft Association or an invited guest of the club and
3. agree to follow the MAAC Safety code and all other site rules.

Any MAAC member attending an Event at this site must agree to attend any modeller briefing, or otherwise read and follow all site/Event rules. The Club or site operator is responsible to take reasonable steps to ensure a modeller briefing occurs for each modeller using the site.

Site Administrative rules

1. Spectator accommodation is in an area close to the terminal building on the south side of the taxi apron which is 145 meters from the flight line. Start up and taxi area is 45 meters away from spectators.
2. Parking (vehicle and RV) is located Southwest of the flight line 180m (600FT). No pets are allowed outside of the spectator area. Washroom for men and women are available in the terminal building. There are garbage cans available inside the terminal building and pit area.
3. Each day before flying there will be pilots briefing covering all the field rules for the pilots and reminding everyone of the rules regarding spectators. There will be a line Boss monitoring the startup and taxi areas, all pilots will be accompanied with a spotter and a radio operator monitoring for full

scale traffic. City of Tofield has a NOTAM in effect reminding full scale pilot for the event. The club will assign people to monitor parking and spectator areas.

4. Prior to the event, the club executives will review and remind all members of the rules.

Site/event emergency response requirements

In the event of an emergency, call 9-1-1 on a cell phone. There is also a phone in the main hanger – door code is 1215. The site address to be provided to first responders is:

**CEV7 aerodrome center 53.02211N, 112.4131W Airport Road, Tofield, Alta.
(TOFIELD AIRPORT).**

1. A fire extinguisher must be present for all powered RPA operation
2. Fire extinguisher and First Aid kit available in main hanger.

Modelling Rules

MAAC Approved Modelling Categories

The following categories of MAAC modelling are approved at this site/event. In addition to the MAAC Safety Code, there may be site specific rules contained in this document.

Approved Category	Weight/Power Limits	Altitude/operating limits
mRPAS	Less than 250 grams	400'agl
RPAS	25kg or less	400'agl/ 1700'agl
Tethered (Control-Line)	Not approved	
Free flight		
Space Models		
Surface Vehicles		

MAAC Approved Site Add-ons

The following “add-ons” have been approved at this site, provided all relevant MAAC rules, policy and SFOC conditions are adhered to by the site and its users.

Approved Add-on	Weight/Power Limits	Altitude/operating limits
RPAS Weight (25-35kg)	Not approved	
RPAS Altitude	Less than 25kg	1700'agl
RPAS Altitude and Weight >25kg	Not approved	
RPIC	See below	1700'agl

RPAS/Model technical specifications or requirements or restriction

1. mRPAS requirements –mRPAS cannot be registered with Transport Canada. mRPAS are however regulated under CAR900.06 and part VI of the CAR. Compliance with MAAC safety code meets those requirements. mRPAS at advertised events must comply with the MAAC Event SFOC

2. RPAS CAR requirements – There **no** special CAR restrictions on RPAS models operating below 400'agl. All RPAS operating over 400'agl must conform to the MAAC Manufacturer Declaration/Safety Assurance provision.
3. Club/Site/Event requirements - All pilots must be accompanied by a spotter and radio operator at all times. All pilots must adhere with the club rules regarding airspace and no fly zones.
4. MAAC Add-on requirements –RPAS operated over 400'agl must comply with the MAAC/SFOC RPAS requirements listed in the add on section. All event visitors must be briefed to ensure compliance with these requirements.

RPAS Pilot/operator qualifications or requirements

1. mRPAS requirements – mRPAS do not require an RPAS operators' certificate however are regulated under CAR900.06 and part VI of the CAR. Except for Advertised Events, there are no MAAC or CAR age restrictions on mRPAS flight.
2. RPAS Pilot CAR requirements. All RPAS pilots using this site must have BASIC RPAS certification.
3. Club/Site/Event requirements. None
4. MAAC Add-on requirements – RPAS Pilots operating over 400'agl must comply with the MAAC/SFOC pilot requirements listed in the add on section of this document

CREW qualifications or requirements.

1. mRPAS requirements - mRPAS do not normally require crew under the CAR.
2. RPAS CAR requirements -. The VO may be any responsible person who has been briefed on the site procedures.
3. Club/Site/Event requirements - All pilots must have a spotter and a radio operator at all times.
4. MAAC Add-on requirements - RPAS Pilots operating over 400'agl must comply with the MAAC/SFOC pilot requirements listed in the add on section of this document

Crew Rules

Visual Observers

1. Visual observers (VO) are mandatory for RPAS operations in controlled airspace, above 400'agl, RPAS events open to the public or where specified by MAAC. However, the use of visual observers to alert pilots to presence to full sized air traffic is strongly encouraged. When required at this site, no member shall operate an RPAS unless:
 - a. A visual observer(s) is required who has been briefed or trained on any site/event procedures upon spotting a potential conflict with full-scale aircraft.
 - b. A minimum of one visual observer per flightline.
 - c. VO must not watch the models – their sole role is to scan the surrounding sky for approaching full-scale aircraft.
 - d. Position the VO where they have unobstructed sight lines – sitting in the shade beside a camper/structure is not acceptable. Equally they must be situated to have a reasonable communication ability with all pilots/modellers.
 - e. Use visual aids as required – sunglasses, wide brim hats, sunshades, binoculars or similar. If positioned far from pilot stations, provide suitable notification means such as air horns, lights, radios etc.

- f. The VO or other responsible adult shall monitor VHF radio on 123.2 Mhz
 - g. The Visual Observer, or other responsible person assigned VHF Communication responsibility **shall:**
 - i. Be briefed on the CEV7 & CTF2 traffic patterns and arrival departure routes
 - ii. Possess a ROC-A (Restricted radio operators' certificate – aviation)
 - iii. Monitor CEV7 Aerodrome Traffic frequency (ATF 123.2mhz) while operating above 400'agl.
2. Per CAR (901.23(vii)) each site must have rules to ensure a clear full-scale detection and avoidance command/response protocol is in place – there is no time for debates or confusion. MAAC has adopted the following minimum:
- a. MAAC models/RPA shall give way/get out of the way of full-scale aircraft in all circumstances – no exceptions. There is never any onus on full-scale pilots to yield to models – ever.
 - b. Upon spotting/hearing or being advised of any airplane that might pose a hazard with modeling activities, the VO shall yell in a loud clear voice **“AIRPLANE”**. If in doubt, issue the warning.
 - c. Upon hearing this command, all pilots shall descend to as low as altitude as safely possible, and if required land. The goal is to vacate the airspace vertically and then determine if RPA can continue to operate safely.
 - d. **Lateral deconfliction maneuvers are prohibited above 60’AGL.** Descending to 60’agl (tree top level) is the accepted Transport Canada initial response. Members operating near/off aerodromes have different specific response requirements.
 - e. Upon determining the full-scale aircraft is no longer a threat, the VO or other persons shall yell in a loud clear voice **“ALL CLEAR”**.
 - f. If any "official person" such as a peace officer, ATC or their delegate, has given a stop flying order, guidance or similar, all model flying **shall** stop immediately and shall not resume until permission to do so is obtained from person or body that issued the stop flying order.
 - g. Thereafter modeling activities may resume as normal.

Program Director, Air Boss, ATC Coordinator

This site is in uncontrolled airspace – a Program Director or an Air Boss is not required

RPIC – RPAS Pilot in command

These are the options for any MAAC member to provide RPAS Pilot in Command (RPIC) direct supervision to another person at this site. **THESE RULES ARE SPECIFIC TO THIS SITE.**

1. **Basic RPAS Certificate Holder - Direct Supervision options** – any MAAC member with a current and valid Basic RPAS certificate may perform RPIC duties as follows:
 - a. supervise a **single** non-certificate holder at a Basic site
 - b. Shall not supervise a group of other people regardless of any certificates.
 - c. Shall not supervise any other member in any “advanced scenario”.
2. **Advanced RPAS Certificate Holder - Direct Supervision options** – any MAAC member with a current and valid Advanced RPAS Certificate may perform RPIC duties as follows:
 - a. supervise a **single** non-certificate holder at **any site** or Basic scenario,
 - b. supervise up to 5 “Basic” Certificate holders in **uncontrolled airspace** advanced scenarios (above 400’), as outlined in site rules.

3. **PPL+ with no RPAS Certificate - Direct Supervision options** - any MAAC member with a current or expired PPL, may perform RPIC duties as follows:
 - a. supervise a **single** non-certificate holder at any Basic site,
 - b. supervise up to 5 Basic Certificate holders in **uncontrolled airspace** advanced scenario (above 400'), as outlined in site rules.

Notes:

- c. PPL+ only holders may not independently operate an RPAS in basic or advanced scenarios unless supervised by an appropriately rated RPAS Certificate holder. A PPL+ only holder cannot supervise another PPL+ only holder while in controlled airspace – at least one person must have at least a valid basic RPAS operators certificate. If the PPL+ has a valid and current RPAS operators certificate, then the higher of either provision applies.
4. **RPAS Flight Reviewer – Direct Supervision options** – any MAAC member with a current and valid Flight reviewer Certification may perform all the duties of an Advanced RPAS Certificate holder. RPIC does not affect the Transport Canada flight reviewer program or CAR regulations associated with it.

NOTE - While able to provide direct supervision (only), RPIC members cannot operate an RPAS on their own, unless they meet the CAR RPAS Pilot certification level (Basic or Advanced). Meaning a member with a PPL **only** cannot legally fly an RPAS in Canada, unless supervised by a Basic or Advanced RPAS Certificate holder. Equally, two PPL holders do not equal one RPAS Certificate holder and cannot supervise one another – one of them must have a valid RPAS certificate for the airspace/scenario being conducted.

See RPIC Add-on Section below for rules, procedures and details

Instructors/Demo flights

Tofield Miniature Aircraft Association does not provide any instruction.

Spotters

There must be a spotter for each pilot at all times as well as a radio operator.

Airspace requirements or permissions

This site is in (uncontrolled Class G airspace)

The nearest controlled airspace vertically is Class E T682 airway at 2200'agl and Edmonton Class C TCA at 9500'MSL (7190'AGL)

The controlled airspace laterally is Edmonton Class C control zone (SFC-4600') nm located 25.1nm west.

Site elevation is 2311'MSL

Adjacent Aerodrome Procedures (within 3nm)

This site operates an an aerodrome and within 3nm of another aerodrome as listed in the CFS or CWAS and is required to provide all members with the following information.

1. The site is located on Tofield Airport CEV7
 - a. The aerodrome has:
 - i. Single paved runway (10/28) used by all aircraft
 - ii. No parallel taxiways or aprons
 - iii. Apron and tie-downs located at west end, south of Runway 10 threshold
 - iv. There are no instrument approach procedures (IAPs) or IFR services available at CEV7.
 - b. There are no CFS RPA procedures and no other CFS PRO comments that affect our modelling site. A Notice to Airmen (NOTAM) is filed during periods of model flying to alert full-scale pilots of RC aircraft activity on or near the runway and in the circuit area. This enhances situational awareness and airspace coordination.
 - c. The club executive has contacted the operator (OPR) of CEV7, and they have expressed no issues with our RPAS site.
2. The site is 1.55nm west of Tofield (Health Centre) CTF2.
 - a. Tofield (Health Centre) CTF2 is a hospital helipad. Arrivals and departures are to the east away from the modelling site.
 - b. There are no CFS RPA procedures and no other CFS PRO comments that affect our modelling site.
 - c. In the event of a “fly-away” towards CTF2, you may call the aerodrome operator at 760-662-3263 and advise them of the issue.
 - d. The club executive has contacted the operator (OPR) of Tofield (Health Centre) CTF2, and they have expressed no issues with our RPAS site.

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:

1. Operate any category of model at “night” on this aerodrome.
2. Add, alter, tamper or interfere in the operation or presence of any aerodrome equipment, including markings on maneuvering area surfaces, lights or markers, signage, windsocks or any other aerodrome infrastructure.
3. Operate on or park any type of motor vehicle within 30m of an aircraft maneuvering area.
4. 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 he vacates the area.
5. Leave behind any debris, parts or other objects on or within 30m of a maneuvering area, that could cause potential damage to an aircraft in operation, including but not limited to broken model propeller blades, crash damage or anything else that could damage an aircraft wheel, float or ski, or could otherwise be blown about by slipstream and create projectile damage possibilities.
6. Fail to immediately report to the aerodrome operator any damage to any aerodrome infrastructure or property caused by the modeling activity.

If using an aviation radio capable of transmitting, no member shall:

1. Operate such radio except in compliance with ROC-A and aviation phraseology,
 2. Make any transmission other than for information purposes.
 3. Make any transmission indicating permission or guidance in the operation of a full-scale aircraft.
 4. Activate or deactivate any aerodrome lighting system such as ARCAL.
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1. Tofield Airport (CEV7) is a registered public aerodrome located approximately 2 NM south of the town of Tofield, Alberta, The airport is situated on relatively flat agricultural terrain and is primarily used for recreational general aviation (GA), flight training, and community events.
 - a. Typical Traffic Types and Volume:
 - i. Aircraft types: predominately single-engine piston aircraft (Cessna, Piper, ultralights), occasional helicopters or ag aircraft.
 - ii. Traffic volume: light and sporadic, with increased volume during weekends and good weather months (May–October).
 - iii. Operations: Local circuits, cross-country VFR departures/arrivals, touch-and-goes, occasional practice approaches.
 - b. Established Airborne Traffic Patterns:
 - i. Circuit Direction: Left-hand circuits for both Runway 10 and Runway 28 per Canada Flight Supplement (CFS).
 - ii. Circuit Altitude: Typically 1,000' AGL unless otherwise specified.
 - iii. Straight-in Approaches are occasionally observed, especially by local pilots or students
 - c. NORDO Aircraft Potential:
 - i. Probability: Low to Moderate. Most local aircraft are equipped with radios, but NORDO traffic cannot be ruled out.
 - ii. Many aircraft in rural Alberta operate without radio; RC spotters and the designated radio operator should assume NORDO traffic is possible at any time and act accordingly.
 - d. Blind Spots and Visibility Considerations:
 - i. There are no significant blind spots on the aerodrome surface; terrain is flat and unobstructed.
 - ii. Visual obstructions may occur in the vicinity of parked equipment, hangars, or long grass during early spring.
 - iii. Aircraft approaching from low altitude on straight-in to Runway 28 may appear with short visual warning, especially when sun is low to the west.
 2. General modelling site location and model operation area on the aerodrome. See map included in Diagrams/Map section below.
 - a. Primary flight area: North of runway centerline, approx. 200m offset to the north of Runway 10/28, along the midfield.
 - b. Approximate dimensions: 400m x 150m
 - c. Pilot station: Located north of the active flying area with a dedicated safety line.
 - d. Start-up/Run-up area: Behind flight line, minimum 30m from the active runway
 - e. Launch and landing area: Central field, away from manned aircraft apron and taxiways
 3. Upon visual or radio detection of a manned aircraft:
 - a. Cease all RC flight operations immediately.
 - b. Radio operator issues advisory on 123.2 MHz if needed.
 - c. Land or safely exit the runway environment with model aircraft.

- d. If unable to land in time, modelers agree to intentionally ditch/crash their aircraft away from full-scale movements.

By flying RPAS at this site, members agree they may need to intentionally land/crash their model away from full-scale aircraft movements in order to assure their safety. The area to the north field and adjacent hay pasture has been assessed as a safer emergency option.

4. All members shall report any damage to aerodrome property or infrastructure.
 - a. If any member damages or sees damage to any aerodrome property or infrastructure, they must report it immediately to club President Aaron Forth 780-915-5388 (aaronforth@hotmail.com).
 - b. If there is damage to a full-scale airplane, this must be reported to MAAC National Office and the involved member(s) must complete a Transport Canada occurrence reporting form.

Normal mRPAS/RPAS/model operating procedures

1. Prior to daily operations, an RPAS Wilco site survey shall be consulted. MAAC endorses the use of a single shared RPAS Wilco site survey provided:
 - a. A new site survey is conducted/checked at least once every 56 days (NAV CANADA schedule), and if there are changes the updated site survey is made available to all members.
 - b. All site survey information is readily available to all RPAS pilots on site (electronically or in print).
 - c. Prior to each flying session, members must check Aviation NOTAM for critical flight safety information, or changes to airspace or aerodromes. Members may share NOTAM information verbally or in print with other members at the site.
 - d. Members must confirm there are no changes to site layout affecting distances to unsheltered bystanders
 - e. Members must each visually confirm no changes to site obstructions, local obstacles and that weather conditions stipulated in any MAAC requirements are met.

NAV CANADA 56-Day Publication schedule - ensure you complete a new RPAS Wilco Site Survey on these dates:

2025	2026	2027	2028
20-Feb-25	22-Jan-26	18-Feb-27	20-Jan-28
17-Apr-25	19-Mar-26	15-Apr-27	16-Mar-28
12-Jun-25	14-May-26	10-Jun-27	11-May-28
07-Aug-25	09-Jul-26	05-Aug-27	06-Jul-28
02-Oct-25	03-Sep-26	30-Sep-27	31-Aug-28
27-Nov-25	29-Oct-26	25-Nov-27	26-Oct-28
	24-Dec-26		21-Dec-28

2. The MAAC mandated minimum weather conditions to commence or continue MAAC RPAS operations are:
 - a. no cloud ceiling (BKN or OVC) **estimated** at 1000'agl if the site approved altitude is less than 400', or less than 1000' above any higher site approved altitude, and
 - b. the RPA will be able to remain 500' vertically and 1 sm (statute mile) horizontally clear of any cloud, and
 - c. an **estimated** horizontal visibility of 3sm (5km) or more around the flying area, and

- d. no other obscuring conditions (fog, smoke, haze etc.) which could make spotting full-scale aircraft difficult.

NOTE – RPAS pilots may estimate cloud ceilings and visibility, provided they do so in good faith understanding the purpose of weather limits is to ensure we can see approaching full-scale aircraft.

3. Each RPAS pilot is responsible to ensure the following MAAC procedures and requirements have been met prior to commencement of any RPAS operation:
 - a. Any required MAAC manufacturer declaration provisions have been met, including all RPAS technical specifications verified, pilot and crew requirements, and
 - b. All RPA and required equipment have been maintained and all mandatory actions completed before the flight, in accordance with the manufacturer declaration and
 - c. all paperwork such as pilot declarations, required operating manuals or similar is present, and
 - d. That any required crew members are properly qualified, have made any required declarations and are briefed on the operation.
4. Night operations are not permitted. Members shall use the Tofield weather channel time to determine legal night.
5. Tofield Miniature Aircraft Association allows maximum of 4 RPAS operators at a time, each accompanied by their spotters as well one radio operator. Pilots may fly in formation provided they agree to do so.
6. Refer to the attached map for normal site set-up areas such as spectator areas, pit, or assembly areas, and start-up/run-up areas
7. MAAC required buffer distances are variable and at this site are:
 - a. 7m from flight line to pilot stations, 10m from flight line to pits, and 30m from flight line to spectator and parking.
 - b. Club operations must suspend flying for Municipal mowing or maintenance vehicles or emergency or snow-removal equipment
8. All models will be assembled in the pit or designated assembly area. Unpowered testing of controls and failsafe may occur here as well. All powered testing must occur in a start up area. Failsafe setting will be confirmed and tested.
9. All models, including electric powered models, will be restrained before being armed or started in the designated startup areas.
 - a. For jets fire extinguishers must be within arms reach on startup.
 - b. All pilots must ensure that their jet blast is not aimed at people, nearby object, pit or spectators.
 - c. Jets must be started with nose into the wind in the designated area only.
10. Refer to the attached map for a depiction of the flying area, including any no-fly zones, a description or depiction of the flight line, safety line, runways, taxiways, and any other pertinent flying area demarcation.
11. The following are the site take-off, approach, landing and recovery procedures:

- a. Pilots, or their spotter, shall call out all model movements.
- b. Pilots shall take off into the prevailing winds, or otherwise in agreement with all pilots flying.
- c. No person shall proceed past abeam the pilot stations without permission of other pilots flying.
- d. The recovery of downed models in the flying area shall not be done without the agreement of all pilots flying. Thereafter no new models may take-off until the downed model is recovered. No flying directly over the recovery crew.
- e. Take off is only permitted when radio operator and spotter has declared the airspace clear and any pilot in the air consent to take off.

Emergency procedures

Fly-away or lost link.

RPAS pilots are required to know who to notify in the event of a RPAS fly-away outside our MAAC approved flying areas **which could reasonably enter** the nearest controlled airspace volume. Note this process is not required for temporary flight immediately outside the MAAC approved flying area, or for known crashes/off site "landing" outside the MAAC approved flying area.

1. If you experience a RPA fly-away, and in your judgement as the RPA pilot in command (including RPIC scenarios) the RPA has sufficient energy or capability to fly to and enter the identified controlled airspace volume (either laterally or vertically, or both), you are legally required to attempt contact with listed agencies below and advise them of the fly-away situation.
2. MAAC has assessed this site and determined the following:

This site is wholly in uncontrolled airspace. The nearest controlled airspace volume is

- a. Laterally

Nearest Controlled Airspace – Fly-away - Laterally				
Altitude	Name, Class, Type	Distance and Direction	Altitude	Contact Info
Below 400'	Edmonton Class C control zone	25nm west	SFC-4600	Edmonton Flight Information Region (780) 890-8397
Above 400'	CYEG Class C Terminal control area (TCA)	20nm West	4100'asl (1791'agl) and above	

- b. Vertically

If you experience a fly away while operating at higher altitudes (above 400'), or if the model is climbing uncontrollably and in the pilot in command's judgement may enter overlying or adjacent controlled airspace, contact the listed agency as soon as possible.

Nearest Controlled Airspace – Fly-away - Vertically				
Location	Name, Class Type	Based at	Other	Contact Info
Over site	T682 airway Class E	2200'agl		Edmonton Flight Information Region (780) 890-8397



Incident Accident

1. If there is any type of near miss or safety concern between a full-scale aircraft, bystander and our RPA/models, **ALL FLYING/MODELLING SHALL** cease immediately. The members involved should fill out a MAAC reportable occurrence report and submit that to MAAC and the Site/Event organizer and follow MAAC policy.
 - 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 Site/Event organizers when able and recall if this involved RPAS you must keep this form for one year (CAR901.49 (2)). Resume flying/modelling when done.
 - b. If the member or Site/Event operators deems the event serious, flying/modeling will not resume until members are given permission by the Site/Event organizers – in writing.
 - c. If there is physical contact between a full-scale aircraft, a by-stander, a spectator and a MAAC RPAS/model – all flying/modelling will cease until MAAC confirms you may resume operations.
 - d. This process is for **your** protection.

Transportation Safety Board (TSB) Protocols

1. In addition to MAAC reporting requirements, according to TSB Regulations and policies, RPAS occurrences shall be reported to the TSB to 819-994-3741 or 1-800-387-3557 as soon as possible after the occurrence:
 - a. if an RPA with a MTOW (maximum take-off weight) greater than 25 kg is involved in an accident as defined in 2(1)(a) of the TSB Regulation;
 - b. if a person is killed or sustains a serious injury as a result of coming into direct contact with any part of an RPA, including parts that have become detached from the RPA; and
 - c. if a collision occurs between any RPA and a traditional aircraft.

A full report shall be forwarded to the TSB within 30 days of the occurrence:

<https://www.tsb.gc.ca/eng/incidents-occurrence/aviation/index.html>

Model damage/repair protocol

1. 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/operation. Ensure RPAS logbook entries are made.

- b. Any repair that cannot be fixed at the field, shall only be repaired at the modellers/owners shop or other repair facility. Ensure RPAS logbook entries are made.

Service Difficulties

A service difficulty is defined as any condition that affects or that if not corrected, is likely to affect the safety of aircraft or any other person. As MAAC has made a safety assurance declaration to Transport Canada that is used in many of our RPAS flying privileges, it is critical and a regulatory requirement MAAC is informed of any issues related to our safety assurance declaration. Bear in mind MAAC has fully adopted a Just Culture and will not penalize or discipline members for reporting safety concerns, no matter how large or small, when done in good faith.

- a. If a mRPAS or an RPAS is being operated under any manufacturer declaration (MAAC or other), the RPAS pilot shall ensure, without delay, a report is filed with the manufacturer if they encounter any of the following:
 - a. Any inability to meet the position determination standards (Standard 622) associated with the manufacturer declaration, related to equipment or the performance of equipment.
 - b. Any failure of a critical command and control component not attributable to normal wear and tear or obvious misuse (example dead/low battery), and
 - c. any other aspect of RPAS operation where the safety assurance declaration was not met.

MAAC Add-ons

RPAS Operations Above 400'AGL - Not approved

Airspace Assessment

There are no controlled airspace volumes (based at the SFC or starting higher) within 2nm laterally of this site. The nearest controlled airspace laterally is Edmonton International Airport Class C Control Zone 25nm west. Controlled airspace vertically over this site is based at 2200'AGL (Class E Airway T755).

1. RPA are required to remain 500' below the base of any overlying controlled airspace, and 2nm laterally clear of any controlled airspace volume, therefore **the highest altitude MAAC can approve is 1700' AGL (above ground level).**

Sufficient Communication requirements

This site is located on an aerodrome (Tofield (CEV7) and is within 3nm of another aerodrome (Tofield Health Center CTF2), a certified heliport 1.5nm East). There are no protected airspace volumes, depicted air routes, or commonly used tracks near this site that require communication capabilities. Assessment of the normally expected traffic patterns yields the following:

1. Seasonally, prior to commencing RPAS operations above 400'agl, the site operators should contact the operators of both CEV7 and CTF2 and advise them of intended RPA operation above 400'AGL to a maximum of 1700'AGL. Failure to notify operators does not affect RPA operation, and permission from the aerodrome operators is not required.
2. The Visual Observer, or other responsible person assigned VHF Communication responsibility **shall**:
 - a. Be briefed on the CEV7 and CTF2 traffic patterns and arrival departure routes
 - b. Possess a ROC-A (Restricted radio operators' certificate – aviation)
3. While operating RPA above 400', the VO or other responsible person **shall**:
 - a. Shall monitor CEV7 Aerodrome Traffic frequency (ATF 123.2mhz) and
 - b. Should use the suggested phrases appended to these rules for advising full scale aircraft of the RPA operations.

4. IF VHF radio communications are no longer possible, for any reason, all RPA shall immediately descend to below 400'AGL, or lower, and operations above 400'AGL shall not resume until VHF radio communication ability resumes.

Visual Observer (VO) assessment

The location of the pilot stations, general assessment of the topography and direction of the flight line and flying area generate the following requirements for the VO:

1. At least one VO shall be positioned near the flight line, within earshot at normal conversational voice levels. If needed, equip the VO with a noise-making device to supplement any aircraft warnings.
2. The VO shall be equipped with any required aviation communication devices, such as VHF radios, cell phones or other devices.
3. The VO shall be equipped with any support equipment determined by the club to be relative to the duration of duties, such as water, a chair, or shade from the sun provided it does not interfere with VO duties.
4. As the MAAC approved altitude flying area is more than 2nm or 500' or more below the base of controlled airspace, the VO may also be an RPIC.

The Club/site/event shall:

1. Ensure a copy of the MAAC SFOC #930433 and SFOC application form 26-0835 are present and available to all RPAS pilots when operations are occurring.
2. Ensure a copy of these rules, in their entirety are available to all RPAS pilots at the site.
3. Communicate to all Club members and mark this site as closed for RPA operations above 400'AGL, **if there are any substantial changes to the site survey criteria** (CAR901.27 a through h), unless or until MAAC has been advised, has conducted a new SORA, and issued new permission.

The RPA pilot shall:

1. **Only** operate an RPAS registered, declared and meeting the MAAC Manufacturer Declaration requirements. Other manufacturer's declarations are **not** transferable to this policy.
2. Not operate an RPAS above 400'agl unless in possession of a valid and current Advanced RPAS operators' certificate, or under the direct supervision of an RPIC in accordance with MAAC policy.
3. Ensure all RPAS pilot CAR and SFOC paperwork requirements have been met and are available,
 - a. Certificates of registration, pilot RPAS certification and recency proof,
 - b. Govt issued photo identification,
 - c. Manufacturer owner's declaration for each RPA,
 - d. An altitude determination declaration as appropriate (pilot or each RPA) and
 - e. RPAS Pilot has completed Crew training and fitness requirements and signed declaration.
4. Ensure a recent site survey and NOTAM check have been completed,
5. Ensure any crew declare themselves as properly trained in accordance MAAC policy. Verbal confirmation is sufficient.
6. Ensure the RPA meets the MAAC technical requirements, including the MAAC Manufacturer declaration, before flight commences, and terminate any flight if technical requirements are no longer met.
7. Ensure the RPA is operated VLOS only (no FPV permitted – including with a spotter) and that it remains within the site approved flying area at all times.
8. Ensure the RPA does not carry "cargo" or any other items onboard that are not required for flight. On board cameras and associate gear are permitted provided all components are securely affixed to the airframe or housed in a compartment that cannot be easily opened in flight.

Any RPAS Crew shall:

1. Ensure all SFOC paperwork requirements have been met and are available (crew training declaration)
2. Comply with the instructions of the pilot in command
3. Perform their duties diligently and in accordance with MAAC policy and
4. Inform any person responsible of any issue that prevents them from meeting their obligations.

The RPA shall be equipped with

1. Functional “fail- safe” type device(s) or design per the MAAC manufacture declaration.
2. Anti-collision beacon/light(s) per MAAC policy,
3. Sufficient fuel/energy to complete the intended flight duration, plus 25% at the minimum throttle setting sufficient for controlled level flight and includes a MAAC required minimum reserve to enable one bailed landing/missed approach and circuit back to a successful landing. Fuel/energy spent taxiing to the pits or any shut down procedures thereafter does not count in these calculations. Non-powered RPA (gliders) must have sufficient receiver battery power for the flight plus reserves as noted above, excluding a bailed landing attempt.

MAAC Declared minimum fuel/energy guidelines 25%		
Intended flight duration	Required reserve (@25%)	Total Fuel/energy required
15 mins	3.75 mins	18.75 mins
10 mins	2.5 mins	12.5 mins
6 mins	1.5 mins	7.5 mins
5 mins	1.25 mins	6.25 mins
3 mins	45 seconds	3 mins 45 seconds

RPAS Operations Above 25kg - Not approved

RPAS Operations Above 400'AGL and Above 25kg - Not approved

RPAS Pilot in Command

General site rules – More than one-to-one Direct Supervision

This site is in **uncontrolled airspace on an aerodrome**. MAAC operations on aerodromes require extra care by all pilots to ensure full-scale aviation safety.

MAAC allows more than one-on-one direct supervision provided the terms of this program are met. RPIC in this regard is not to be considered RPA instruction or how to fly – its intended to be supervised flying of **competent students** who do not possess the correct ratings or paperwork. The following constitutes the MAAC program under the MAAC Manufacturer declaration instruction provisions:

1. The primary role of the RPIC is to provide airspace regulatory compliance, safety and situational awareness. In one to five scenarios, the RPIC is not expected to provide hands-on “instruction” to each student, which is why each student must possess at least a Basic RPAS operator certificate and competent RPA piloting experience.
2. In all cases, the RPIC is the “control station” and while RPIC is being provided their decisions, directions, and commands on the flight line are final and definitive as follows:

- a. No other person, including Club or event officials, shall attempt to override or countermand a RPIC command related to the provision of the RPIC program.
 - b. The RPIC, however, shall obey all cease flying orders based on decisions or directions of Site, Club or event officials.
 - c. The RPIC shall obey any flight safety directions issued by other members, such as detect and avoid call outs "Airplane" and shall direct an appropriate response to all students without reservations or delay.
3. All students shall be briefed and agree the RPIC is in charge and all his decisions, commands and instructions are final and shall be complied with immediately, including up to potential destruction of the RPA (intentional crashing in a safe location/manner).
 - a. Students shall not start or arm or otherwise make an RPA ready for flight unless directed by the RPIC.
 - b. No student shall move an RPA from any designated start up area until directed to by the RPIC. The intent being an orderly "launching" of all models under the RPIC control.
 - c. No student shall take off or launch an RPIC unless permitted by the RPIC. Such permissions may be issued to all students/pilots or given individually.
 - d. Thereafter, once their RPA is airborne, the students shall operate their RPA independently, but under the general direction of the RPIC.
 - i. RPA to RPA traffic patterns, collision avoidance and similar remain the domain of the students, unless spotters or other parties intercede.
 - ii. Any commands an RPIC issue to an individual RPA shall be acknowledged by the individual pilot (student)
 - iii. Any group RPIC commands shall be acknowledged by all students.
 - e. Students, upon hearing any flight safety directions such as "airplane" are free to comply with stipulated site responses without waiting for the RPIC to issue the command. They shall, however, confirm any such action with the RPIC as soon as possible thereafter.
 - f. Any student experiencing a dead stick or urgent landing situation is permitted to take whatever actions they deem appropriate to ensure the safety of their model, and the site occupants.
 - g. In the event of a disagreement between RPIC and students, other site officials or members, the student shall follow the RPIC directions or commands.
4. The maximum number of students to one RPIC ratio is five,
 - a. all students shall possess a "Basic" RPAS operators certificate and be able to independently operate their RPA.
 - b. The RPIC shall have a valid advanced/flight reviewer RPAS certificate or PPL+
 - c. The type of "instructional control" system is irrelevant (buddy-box or voice command)
5. The RPIC shall be positioned and remain within earshot, at a normal conversational level, of all students while any RPA is airborne.
 - a. Conversely, regardless of physical pilot stations arrangements, RPIC shall not occur unless all students are within earshot of the RPIC.
 - b. Where this is not possible, additional RPIC shall be utilized or limitations placed on the number of students to remain within earshot.
6. The site shall ban or otherwise prohibit all extraneous noise to ensure a solid verbal communication ability between RPIC and students.
7. The site rules shall contain provisions mandating the operating condition for all other categories of models.

Rules for other attendees/pilots at a site where multiple students are receiving RPIC

8. IF forming part of an RPA flight line (at the pilot stations) that includes one of the maximum allotted “student” spaces (up to 5), and where there is more than one-on-one RPIC supervision be provided,
 - a. Other RPA pilots agree they **shall** follow all RPIC commands related to RPA operation as if they were a student receiving direct supervision. If they do not agree, either suspend RPIC operations or do not permit individuals to operate other RPA during the time RPIC is active – this is a site responsibility.
 - b. The RPIC direction will most commonly be associated with commands to descend, land or otherwise cease RPA operations because of aviation safety concerns.
 - i. This rule is intended to ensure there is ultimately no confusion about who is doing what. All other active modellers must comply, so the RPIC knows the scenario is safely under control.
 - ii. Other pilots may still exercise independent control authority for landings etc., provided they inform the RPIC of their intentions.
9. NO other RPA pilot may join an already active multi-student RPIC session without the permission of the RPIC.
 - a. Thereafter they agree to follow the same RPIC rules as if they were there at the start of the session.

Event Approval

1. ALL MAAC events that require approval or want MAAC insurance must occur at SOC sites and be approved by MAAC. All outdoor events with operable RPAS must be approved by MAAC.
2. **Outdoor events that are clearly listed as “member-only” events** regardless of reason such as competitions, fun-fly’s, fly-in’s, airshows, air racing, demonstrations or any other organized gatherings do **not** require MAAC Event SFOC compliance. **All advertising/notice including internal to MAAC must include the following phrase:**

This event is closed to the public - only MAAC members and crew may attend. Invited guest(s) of a MAAC member are permitted provided they are supervised.

3. **“Advertised events”** - regardless of what you “named” your event, if your outdoor event includes operable (flying) RPAS **and** is open/advertised to the general public in any fashion, you **must** meet the MAAC SFOC requirements (the SAG will work with clubs on the rules required). All advertising/notice, including internal to MAAC **must** include the following phrase:

This event is open to the public and all MAAC members, crew, and their invited guests. MAAC Event SFOC compliance is required.

Foreign RPAS Pilots (US or other)

MAAC has already obtained Transport Canada approval for foreign RPAS pilots to operate RPAS at our MAAC sites and events (MPPD14 approved July 2023). Foreign pilots simply join MAAC and follow the provisions of MPPD14 (on the website). Also see the RPAS Wilco NOTAM (2024-02).

Over 400'agl and above 25kg - not approved

The following are the normally expected process and rules for an event.

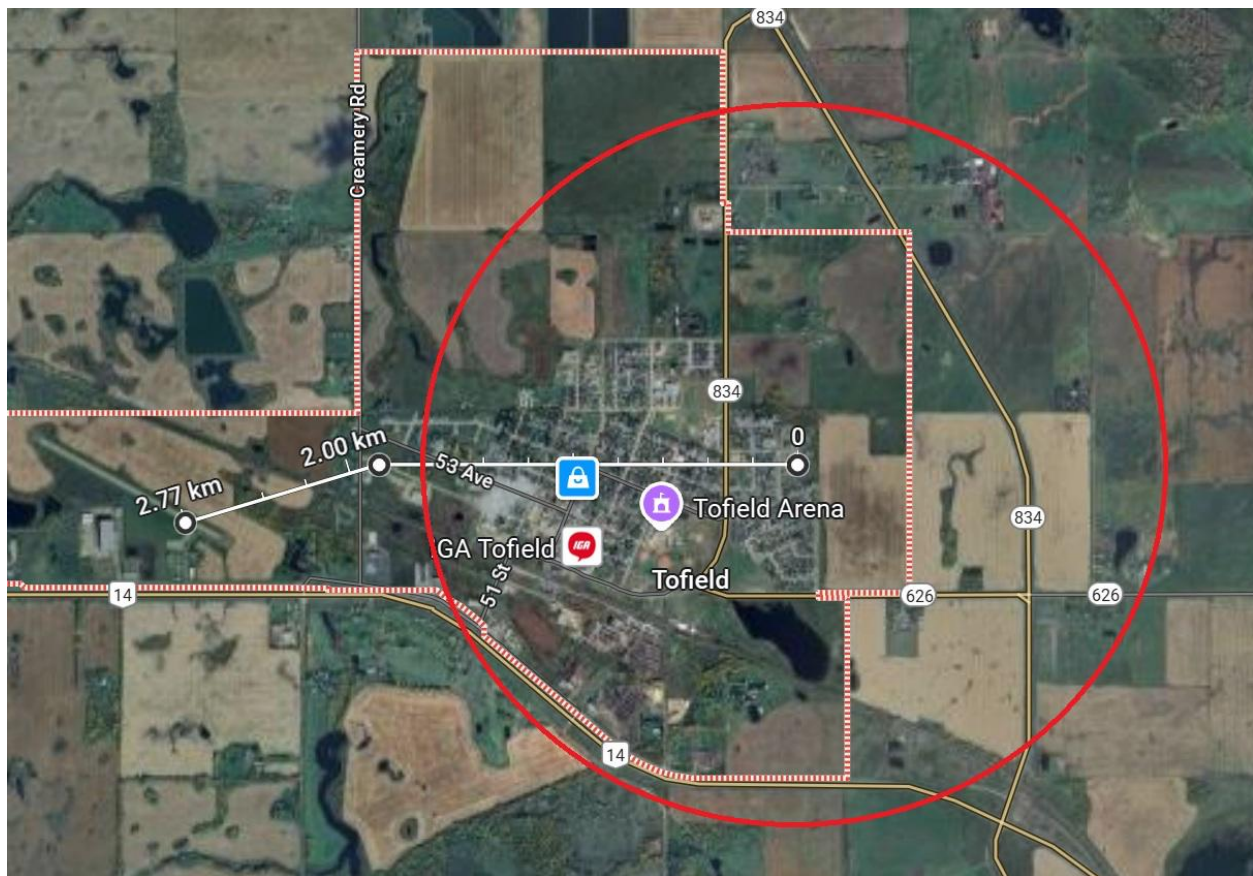
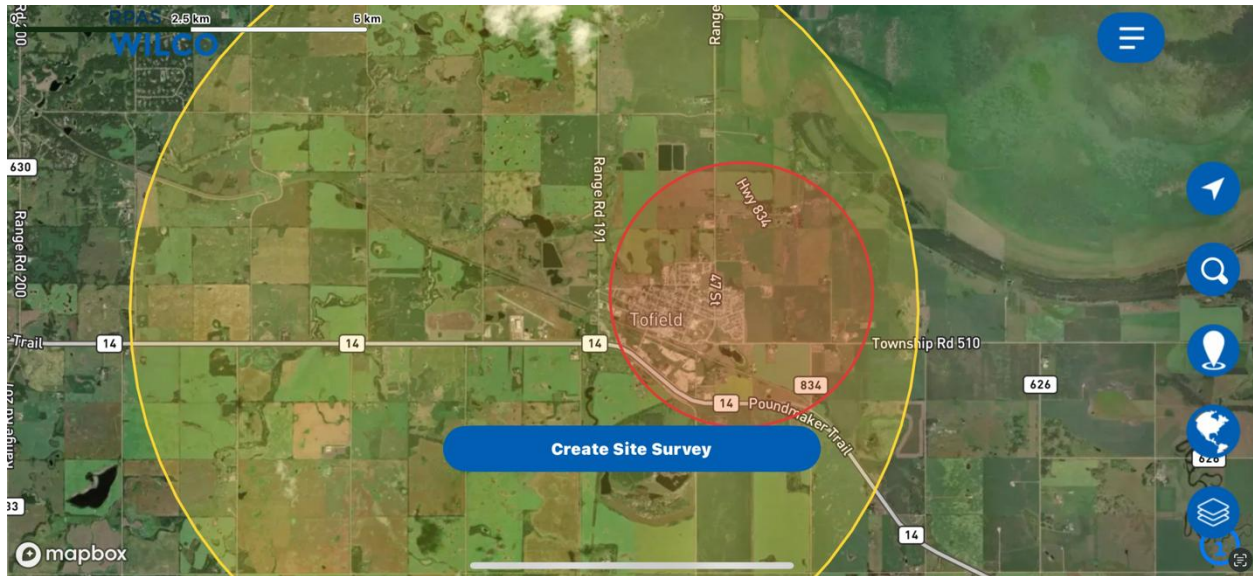
1. The club/event organizers shall:
 - a. Prior to submitting an event approval application, ensure they have read all MAAC policy and have submitted an event package indicating they have complied as best as possible.
 - b. Ensure the site meets all MAAC event organizational and logistic requirements such as signage, parking control, spectator safety barriers, washroom and food provisions, and fire/medical safety requirements commensurate with the expected attendance.
 - c. Ensure the event complies with MAAC event policy and any CAR or SFOC requirements.
 - d. Ensure the MAAC events warning sign is posted for the event.
 - e. Ensure all attending modellers/RPAS pilot are **current MAAC members**.
 - f. Take reasonable steps to ensure all attending modellers/RPAS pilots **receive a briefing** on site or event rules using the MAAC minimum checklist (attached).
2. In addition to all the above and the club rules, at any event where the public is in attendance under the MAAC SFOC, the event organizers are responsible to ensure:
 - a. MAAC warning signs are posted at all public entry points.
 - b. A copy of the MAAC SFOC and application are on site and available to all RPAS pilots.
 - c. All RPAS pilots sign the Transport Canada sign in sheet.
 - d. All RPAS pilots receive a briefing on site rules and
 - e. A visual observer is always present RPAS are flying.
 - f. Ensure all follow up actions are completed after the event, most notably any Transport Canada paperwork.
3. Any member attending an event shall
 - a. Comply with all CAR, SFOC, MAAC and club/event rules as required.
 - b. Not operate a model or RPAS unless they attend or obtain a pilot briefing.

Diagrams/maps

Airspace map



Airspace map zoomed out



Tofield Airport flying site is located 1.55 nautical miles West of Tofield Health Centre Heliport (CTF2)

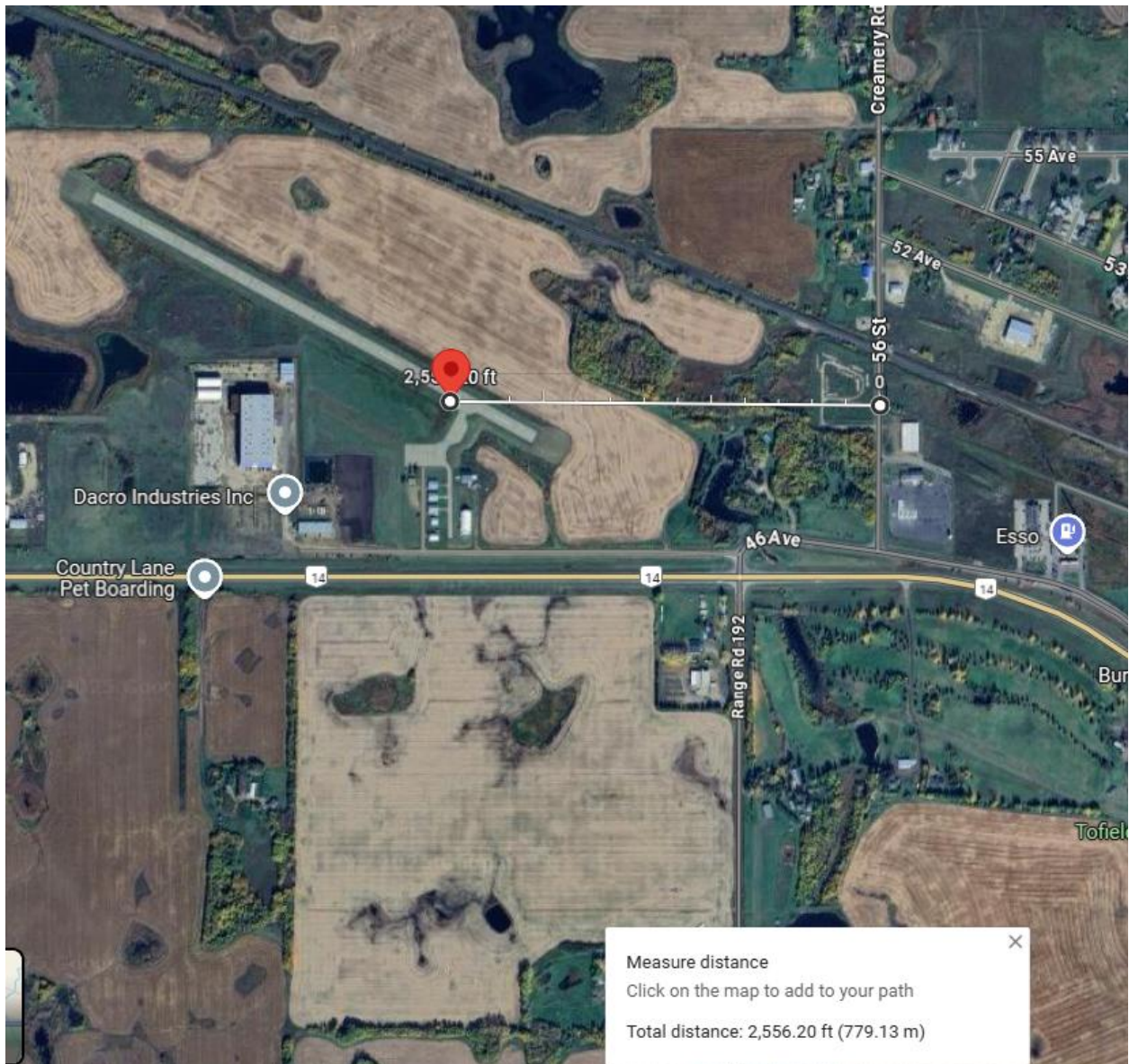
Site Flying Diagram

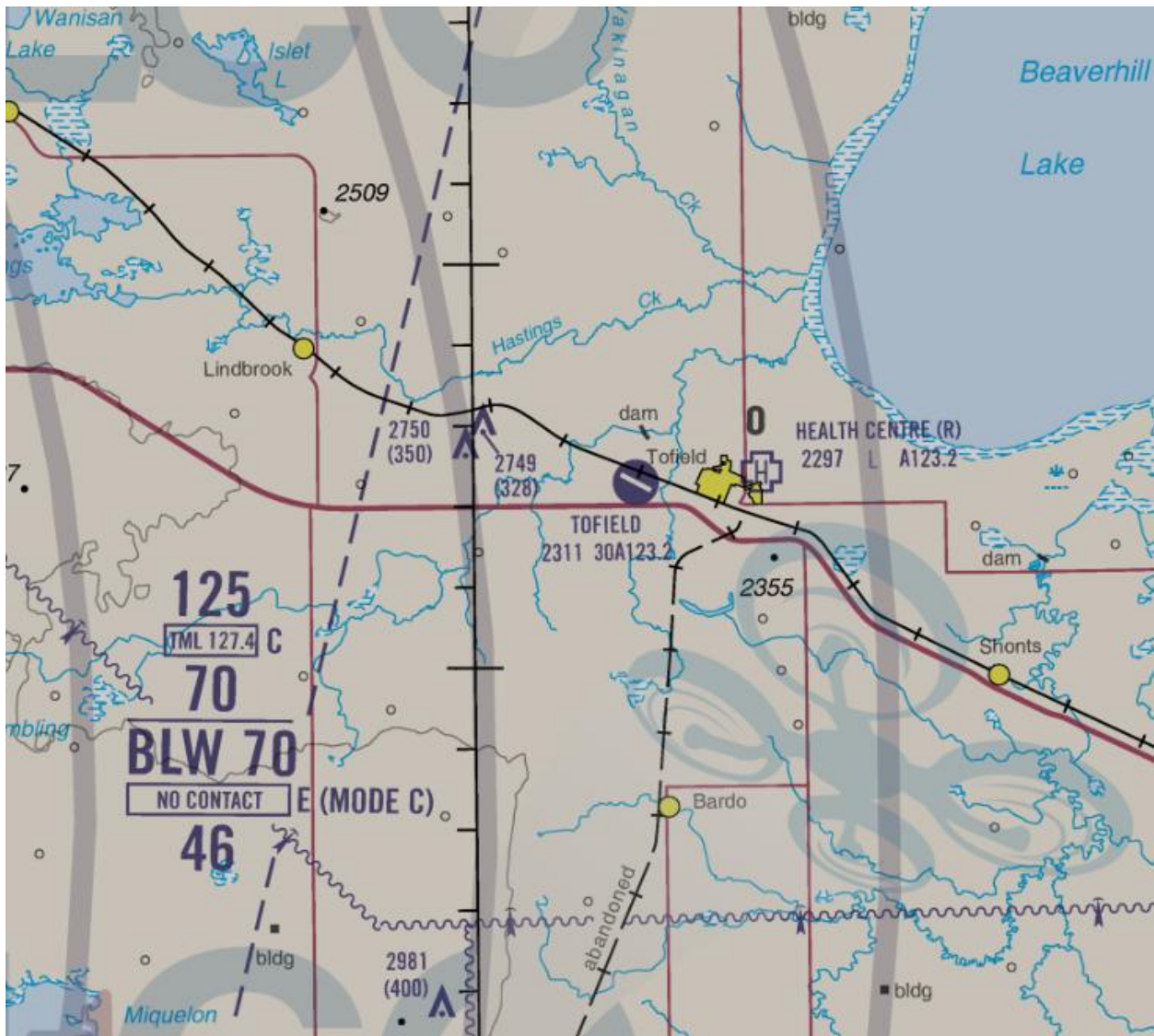


Site Setup Diagram




- Pilot station to the pit are is 95 meters.
- Pilot station to spectators are is 145 meters.
- Pilot station to parking is 155 meters.
- Pilot station to start up areas is 70 meters.
- Startup area to spectators 90 is meters.





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	Edmonton 780-890-8386 or Edmonton 866-WXBRIF (Toll free within Canada) or 866-541-4102 (Toll free within Canada & USA) Edmonton IFR 888-358-7526	
ACC		
SERVICES		
FUEL	100LL	
RWY DATA	Rwy 10(103°)x28(283°) 3000x75 ASPH	
RCR	Opr Ltd win maint	
COMM		
ATF	ffc 123.2 5NM 5400 ASL	
PRO	Rgt hand circuits Rwy 10 (CAR 602.96)	
CAUTION	Model act activity Apr 1-Sep 30	

TOFIELD (HEALTH CENTRE) AB (Heli)		CTF2
REF	N53 22 23 W112 39 02 Adj E 14"E (2014) UTC-7(5) 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 57' dia CONC/GRASS TL OF 39' dia CONC Safety Area 89' dia Max heli overall length 44.8' (CAR 602.96)	
RCR	Opr	
LIGHTING	RW(LO)	
COMM		
ATF	ffc 123.2 5NM centred on Tofield land A/D 1.6NM W 5400 ASL	
PRO	Amtdpt 014°-104° fr heli, slope 8% (H3) (CAR 602.96)	
CAUTION	Lght twr 86 AAE 2383 ASL aprx 267° NW of heli.	

MAAC suggested VO/Radio Operator Phrases - On aerodrome

Per aviation radio rules, always identify the station you are calling first, then identify yourself, and then state your message. Always end you call with the Aerodrome name (ex "Tofield Aerodrome"), so anyone tuning in mid call knows where the call is for.

The below examples are also some of the more common phrases you will normally make. Recall MAAC policy does not allow MAAC members to issue instructions or make suggested actions to full-scale pilots. Your **only role** is to **provide information** to full scale pilots, so they choose what to do – you have NO authority to tell pilots what to do and must vacate the runway regardless of any radio calls. Ultimately, if the VO has done their job, no full-scale aircraft should ever pose a collision risk on an aerodrome.

Scenario	Phrase	Example
What to call yourself? Your MAAC "name/callsign"	Location (site name) Drone OPS MAAC has not obtained a Radio Telephony operators registered name – use this instead. Do not make up your own name.	<i>Tofield Traffic, this is Tofield Drone OPS starting Drone operations up to 1700' (pronounced as seventeen hundred feet) at Tofield</i>
How to make an announcement to all aircraft in the vicinity	Location (Aerodrome name) Traffic	<i>Tofield Traffic, this is Tofield Drone OPS all drones are done for the day at Tofield</i>
How to "talk" to a single airplane pilot	Use the last three letters of the Aircraft Registration – preferably in Aviation phonetics	Ex – CF-TXT calls inbound to Tofield for landing: <i>Tango Xray Tango this is Tofield Drone OPS, be advised we have 2 model aircraft directly over the aerodrome at 800' and descending to clear the airspace for you – we will advise when they are clear of the runway - Tofield</i>
How to make a blind transmission to an unidentified approaching aircraft warning them of the RPA operation	As concise as possible brief description of airplane and direction – identify yourself – followed by brief message	<i>High wing aircraft approaching Tofield from the west, this is Tofield Drone OPS, be advised we have 1 model aircraft at 1200' descending over the aerodrome for landing – will advise when clear of the runway – Tofield.</i>
How to express a concern that something is unsafe	General broadcast (Tofield Traffic) or aircraft ident if known, Identify yourself – brief description of issue. If urgent stating location twice is a cue to pilots to pay attention.	<i>Tofield Traffic – Tofield Traffic, this is Tofield Drone ops, be advised we have NOT cleared the runway, I repeat there are still men and equipment on the runway – Tofield.</i>

How to clearly state landing on the runway is not safe/possible (maybe a model crash is being cleaned up etc.)	General broadcast (Tofield Traffic) or aircraft ident if known, Identify yourself – brief description of issue.	<p><i>Tango Xray Tango, Tofield Drone OPS, be advised there is debris on the runway, landing is not advised, what are your intentions, Tofield.</i></p> <p>This can be followed up a more casual conversation and you can work out a plan of action directly with the pilot – provided the pilot is in charge of his safety.</p> <p><i>Roger, we will clean up the runway and advise you when clear. We understand you will orbit until we are done. Standby for further Tofield.</i></p>
Do not make suggestions	DO NOT attempt to issue “instructions” to full scale pilots	<p>If anything “bad” or questionable happens, take notes and secure witnesses. Report the issue to MAAC per MAAC policy.</p>

WARNING!



**AEROMODELING
MAY CAUSE
SERIOUS INJURY!**

**PROCEED AT
YOUR OWN RISK!**

AVERTISSEMENT!

**L'AÉROMODÉLISME
PEUT CAUSER
DES BLESSURES GRAVES!**

**PROCÉDEZ À VOS PROPRES
RISQUES!**