



Terms of Reference

Review of Cold Lake Military Terminal Control Area (MTCA)

Cold Lake, Alberta

NAV CANADA
Level of Service
77 Metcalfe Street
Ottawa, Ontario
K1P 5L6

November 2021

The information and diagrams contained in this Terms of Reference are for illustrative purposes only and are not to be used for navigation.

TABLE OF CONTENTS

1.0	Purpose	1
2.0	Scope of the study	1
3.0	Background	1
4.0	Methodology	2
5.0	Safety Management Plan.....	2
6.0	Human Resources	2
7.0	Work Management Plan	3
8.0	Finance Resources	3
9.0	Materiality of the changes	3
10.0	Consultation.....	3
11.0	Authority	4

1.0 Purpose

The purpose of this Terms of Reference (TOR) document is to initiate an Aeronautical Study to review the proposal made by the Department of National Defense (DND) to modify the Cold Lake Military Terminal Control Area (MTCA) structure.

2.0 Scope of the study

The Aeronautical Study will assess the requirements for the provision of Air Traffic Control services and the airspace classification within the Cold Lake MTCA. This study will include formal stakeholder consultation to determine if any issues exist, and what mitigations may be required in the event that changes are recommended to the Cold Lake MTCA.

3.0 Background

Cold Lake / Group Captain R.W. McNair Airport (CYOD) is operated as an air force base by the Royal Canadian Air Force (RCAF) and is used as a training airport and operational base for fighter pilots. Cold Lake is one of two airports in the country housing the CF-18 Hornet fighter, the other being CFB Bagotville.

Regularly in the past Cold Lake hosted military forces from around the world for Exercise Maple Flag, a training exercise where pilots and support staff of NATO allies can take advantage of the Air Weapons Range and relatively open rural air space. Running from 4 to 6 weeks and starting in May.

Cold Lake / Group Captain R.W. McNair Airport has an 11 nautical mile (NM) Class D control zone (CZ) from the ground to 8,000 feet Above Sea Level (ASL), has three paved runways equipped with arrestor cables that are deployed when required: RWY 13L/31R which is 12,600 feet long by 200 feet wide, RWY 13R/31L which is 10,000 feet long by 150 feet wide and RWY 04/22 which is 8,270 feet long by 200 feet wide. Within the Cold Lake control zone there are the Cold Lake Regional Airport (CEN5) with a 3,005 feet asphalt runway, the Cold Lake Three Bears Landing (CTB8) with a 1,809 feet grass strip and the Cold Lake Healthcare Centre Heliport (CCH9).

The control tower is staffed 24 hours, 365 days per year but service is provided occasionally by Flight Information services during the overnight hours.

The MTCA is an irregular shape 60 NM area described in the Designated Airspace Handbook as;

Cold Lake, AB MTCA:

- a) Class A equivalent – 18,000' to FL600
- b) Class B equivalent – Above 12,500' to below 18,000'
- c) Class E equivalent – 12,500' and below
- d) The airspace from 700' AGL within the area bounded by a line beginning at:
N55°20'00.00" W110°56'51.51" thence easterly along latitude N55°20'00.00" \ to
N55°20'00.00" W109°38'38.49" thence clockwise along the arc of a circle of 60 miles radius centred on
N54°24'31.00" W110°17'45.00" (Cold Lake, AB - TACAN) \ to

N55°20'00.00" W110°56'51.51" point of beginning

The Cold Lake MTCA borders on both the Edmonton and Winnipeg FIR and is mostly used for military operations.

4.0 Methodology

An Aeronautical Study identifies, assesses and analyzes information gathered through data collection and customer/stakeholder consultation.

The Aeronautical Study Team will:

- Confirm stakeholder requirements for the service(s) under review;
- Analyze the concerns and issues raised by the stakeholders;
- Develop possible solutions and/or options;
- Conduct a Hazard Identification and Risk Assessment on issues as required;
- Present recommendations for Executive Management approval and Board of Directors review;
- Coordinate with the appropriate managers who would be involved with the technical and operational implementation of any proposed service change; and,
- Coordinate with Transport Canada.

The study team will ensure that consultation with affected or interested stakeholders is sufficient prior to making any recommendations to senior management.

The study team will conduct a risk analysis and may call upon stakeholders to contribute to the assessment of some risk scenarios.

5.0 Safety Management Plan

The manager responsible for implementing any decisions resulting from this Aeronautical Study will prepare a project safety management plan. The plan will include mitigation and monitoring actions that are required to implement the change in service.

6.0 Human Resources

The study team will be multi-disciplined with representation as required from key technical, operational and support areas.

Team Leader: Manager, Level of Service

Advisor: Director, Stakeholder and Industry Relations

Contributors:

Specialist, Level of Service,
Managers/Staff Edmonton and Winnipeg FIR,
Aeronautical Information Management,
Technology / Engineering,
Corporate Performance,

Stakeholder Relations and Communications, and,
Others as required.

7.0 Work Management Plan

TOR approval: November 2021

When conducting an Aeronautical Study, the following will be undertaken:

1. Develop Communication and Consultation Plan – Fall 2021
2. Study commencement – Fall 2021
3. Consultation – Fall 2021
4. Assess consultation input – Fall 2021
5. Conduct Issues Hazard Identification and Risk Assessment (HIRA) – Winter 2022
6. Finalize Aeronautical Study Report – Winter 2022
7. Executive Management and Board of Directors approval – Winter 2022
8. Circulate to Transport Canada for safety review – Winter 2022

Following Transport Canada review:

9. Coordinate implementation plan and dates with appropriate departments – TBD
10. Prepare Aeronautical Information Management Submission – TBD
11. Prepare and publish Aeronautical Information Circular – TBD
12. Prepare and publish Notice –TBD
13. Implement – TBD
14. Monitoring / Post Implementation Reviews – TBD (conducted 90 days after implementation and if required after one year)

**Aeronautical Study timelines may be subject to adjustment.*

8.0 Finance Resources

Responsible managers are accountable for any travel and related expenses of the study team including the management of overtime.

Service design changes may generate an engineering support requirement. These requirements will be identified as the study progresses in support of initiating project planning for implementation of engineering-related recommendations from the study.

9.0 Materiality of the changes

There is the potential that some of the service delivery options may represent a material change to a significant group of users. If this is the case formal notifications as per the Civil Air Navigation Services Commercialization Act will apply.

10.0 Consultation

An appropriate consultation plan will be prepared.

Aviation organizations representing airport, general aviation, business aviation and others as appropriate, will be consulted during the Aeronautical Study.

A complete list of customers and stakeholders consulted will be attached to the Aeronautical Study.

Should you have any questions or wish to provide input to the Aeronautical Study, you may do so by emailing studies.etudes@navcanada.ca or by writing to:

NAV CANADA
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77 Metcalfe St
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11.0 Authority

Assistant Vice President, Stakeholder Relations and Communications.