

Level of Service

Terms of Reference

Review of Instrument Landing System Requirements

at

Halifax, Ottawa and Winnipeg

NAV CANADA
Level of Service
151 Slater Street
Ottawa, ON K1P 5H3

May 2025

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1. Purpose

The objective of this Terms of Reference is to initiate an Aeronautical Study (the “Study”) to review the precision approach capability requirements including Instrument Landing Systems (ILS) requirements at Halifax Stanfield International (CYHZ) Airports, Ottawa International (CYOW) and Winnipeg James Armstrong Richardson International (CYWG).

2. Scope of Study

The study will determine if additional ILS installations are recommended at the Halifax, Ottawa and Winnipeg airports.

3. Background

The ILS systems located at the Halifax, Ottawa and Winnipeg Airports, have been installed on specific runways to improve airport accessibility during periods of poor weather, increasing the probability of a successful arrival at the destination, and for use as a flight-planned alternate.

Halifax Airport currently has two ILS procedures on Runways 14 and 23. Runway 23 has an ILS with category two authorization minima. Halifax also has several Performance Based Navigation (PBN) procedures on Runways 05, 14, and 23, with Runways 05 and 14 having Localizer Performance with Vertical Guidance (LPV) and Required Navigation Performance (RNP) vertical guidance, Runway 23 with LPV vertical guidance. Runway 05 additionally has a conventional Localizer Procedure (LOC) providing lateral guidance only.

Ottawa Airport has two ILS procedures on Runway 07 and Runway 32. Ottawa also has several PBN procedures on Runways 07, 14, 25 and 32, all with LPV and RNP vertical guidance.

Winnipeg Airport currently has three ILS procedures on Runways 13, 31 and 36. Runway 36 has an ILS with category two authorization minima. Winnipeg also has several PBN procedures on Runways 13, 18, 31 and 36, all with LPV and RNP vertical guidance.

An Aeronautical Study is recommended to review the Navigational Aid and Precision Approach requirements at the Halifax, Ottawa, and Winnipeg Airports.

4. Methodology

The Study will identify, assess, and analyze information gathered through data collection and user and stakeholder consultation. The Study will:

- 1) Confirm stakeholder requirements for the service under review,
- 2) Analyze the concerns and issues raised by the stakeholders,
- 3) Develop possible solutions and options,
- 4) Conduct a Hazard Identification and Risk Assessment on issues, as required,
- 5) Present recommendations for Executive Management and Board of Directors approval,

- 6) Coordinate with the appropriate managers who would be involved with the technical and operational implementation of any proposed service change and,
- 7) Coordinate with Transport Canada.

A business case will be developed to validate the recommendations as needed.

5. Human Resources

The Study team will be multidisciplinary, with representation as required from crucial operational, technical and support areas.

The Study team will ensure that consultation with affected or interested stakeholders is sufficient before making recommendations to senior management.

The Study team will conduct a risk analysis and may call upon stakeholders to contribute to assessing some risk scenarios.

Team Leader: Manager, Level of Service

Contributors:

- Specialist, Level of Service,
- Managers/Staff in the Montreal, Winnipeg and Moncton Flight Information Region,
- Aeronautical Information Management,
- NAV CANADA Technology Group,
- NAV CANADA Corporate Performance,
- NAV CANADA Stakeholder and Industry Relations and,
- Others as required.

6. Work Management Plan

Terms of Reference approval: May 2025

When conducting the Study*, the following will be undertaken:

- 1) Develop a Communication and Consultation Plan – (Spring 2025)
- 2) Study commencement – (Spring 2025)
- 3) Consultation – (Spring 2025)
- 4) Assess consultation input – (Summer 2025)
- 5) Conduct Issues Hazard Identification and Risk Assessment – (Summer 2025)
- 6) Finalize Aeronautical Study report – (Summer 2025)
- 7) Executive Management and Board of Directors approval – (Fall 2025)

If a change proposal is approved:

- 8) Issue a Notice of Proposal – (Fall 2025)
- 9) Circulate concluded assessment to Transport Canada for safety review – (Fall 2025)

Following Transport Canada concurrence:

- 10) Coordinate implementation plan and dates with appropriate departments – TBD
- 11) Prepare the Aeronautical Information Management submission – TBD
- 12) Prepare and publish an Aeronautical Information Circular – TBD
- 13) Prepare and publish Notice –TBD
- 14) Implement – TBD
- 15) Monitoring / Post-Implementation Reviews – TBD

* Study timelines may be subject to adjustment.

7. Materiality of the changes

Some proposed service delivery options may represent a material change to a significant group of users. If this is the case, formal notifications per the Civil Air Navigation Services Commercialization Act will apply.

8. Finance Resources

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 implementing engineering-related recommendations from the study.

9. Consultations

An appropriate consultation plan will be prepared. It will include formal stakeholder consultations to determine if any issues exist and what mitigations may be required if changes are recommended to air traffic services, airspace classification or structure.

Aviation organizations representing airports, general aviation, business aviation and others, as appropriate, will be consulted during the Study. A list of users and stakeholders consulted will be attached to the Study.

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

Courier/Civic Address	Mailing Address
NAV CANADA Level of Service 151 Slater Street Ottawa, ON K1P 5H3	NAV CANADA Level of Service PO Box 3411, Station T Ottawa, ON K1P 5L6

10. Safety Management Plan

NAV CANADA will prepare a project safety management plan that identifies implementation responsibilities resulting from the Study, including mitigation and monitoring actions to implement any service change.

11. Authority

This document has been issued under the authority of the Assistant Vice President, Stakeholder and Industry Relations.