Terms of Reference

Review of Airspace Requirements

Saskatoon, Saskatchewan

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

January 2022

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

The purpose of this Terms of Reference document is to initiate an Aeronautical Study to review the airspace requirements in the vicinity of the Saskatoon, Saskatchewan Airport.

2.0 Scope of the study

The Aeronautical Study will assess the airspace requirements for the provision of Air Traffic Control (ATC) service and to facilitate flight training in the vicinity of Saskatoon and the needs of pilots operating under Visual Flight Rules (VFR) outside of the Saskatoon Control Zone (CZ). This study will include formal stakeholder consultations to determine if any issues exist, and what mitigations may be required in the event that changes are recommended to the airspace design and classification.

3.0 Background

The Saskatoon John G. Diefenbaker International Airport (CYXE) is located 3 NM northwest of downtown Saskatoon and is operated by the Saskatoon Airport Authority. NAV CANADA operates an ATC Tower, the staff of which provide a 16-hour per day Airport Control Service from 1245Z to 0445Z (0645 to 2245 local) but commences 45 minutes earlier Monday to Friday, from March 09 to October 31 (1200Z to 0445Z, 0600 to 2245 local). There is a 5 NM Class D control zone (CZ) centered on the airport. During the hours that the control tower is not in operation, Specialists at the Saskatoon Flight Service Station (FSS) provide Airport Advisory Service (AAS) from the tower cab. During this period, the Class D CZ reverts to Class E and the airport control tower frequency, 118.3 MHz is a mandatory frequency (MF).

The Control Zone, Transition Area, and Control Area Extension are concentric circles based on the Airport or the Very High Frequency (VHF) Omnidirectional Range (VOR) located at the Airport. There is a single area of Class F advisory airspace (CYA) used for training located between 15 and 35 NM to the southwest. CYA306(T) is designated as Class F Airspace up to 5,000 feet Above Sea Level (ASL). The radar facility is located at the Airport and provides surveillance coverage down to near aerodrome elevation.

Enroute and Terminal ATC services are provided by the Winnipeg Area Control Centre (ACC). Enroute Instrument Flight Rules (IFR) control service in the airspace surrounding the Saskatoon Airport is provided by the North Specialty in the ACC. Terminal control service is provided by the Saskatoon Sector of the North Low Specialty on an as needed basis, depending on traffic levels.

Total annual aircraft movements (during tower hours) have increased from 89,818 in 2016 to 97,281 in 2019 and the percentage of VFR traffic within the total movements (during tower hours) has increased from 57 percent in 2016 to 64 percent in 2019. The increase in VFR traffic is largely attributed to an increase in aircraft movements from the Flight Training Units.

Further review of the airspace is warranted to determine if changes may be required to reduce the conflicts in Class E airspace, primarily conflicts between IFR and VFR aircraft along the extended runway centrelines.

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 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 and Board of Directors approval;
- 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.

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

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 Winnipeg Flight Information Region,
Aeronautical Information Management and Engineering,
Corporate Performance, Stakeholder Relations and Communications, and,
Others as required.

7.0 Work Management Plan

TOR approval: January 2022

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

1. Develop Communication and Consultation Plan – Winter 2022
2. Study commencement – Winter 2022
3. Consultation – Winter 2022
4. Assess consultation input – Winter 2022
5. Conduct Issues Hazard Identification and Risk Assessment – Winter 2022
6. Finalize Aeronautical Study Report – Winter/Spring 2022
7. Executive Management and Board of Directors approval – Spring 2022
8. Issue Notice of Proposal (if required)
9. Circulate to Transport Canada for safety review – Spring/Summer 2022

Following Transport Canada review:

10. Coordinate implementation plan and dates with appropriate departments – TBD
11. Prepare Aeronautical Information Management Submission – TBD
12. Prepare and publish Aeronautical Information Circular – TBD
13. Prepare and publish Notice –TBD
14. Implement – TBD
15. 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 in to the Aeronautical Study, you may do so by emailing studies.etudes@navcanada.ca or by writing to:

NAV CANADA
Level of Service
77 Metcalfe St
Ottawa, ON K1P 5L6

11.0 Authority

Assistant Vice President, Stakeholder and Industry Relations.