




# Airdrie Modellers Aircraft Society (AMAS)

## POLICY MANUAL

### BALZAC FIELD EDITION FOR NON-RPAS OPERATIONS (mRPAS & CONTROL LINE)


Rev No.	Date (MM-DD-YYYY)	Originator	Reviewer	Approver	Document Status
2	07-07-2023	DR	DM	TC	Draft
	<i>Signature</i>				

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0		Interim manual for non-RPAS operations only (mRPAS and control line)

## Acronyms & Abbreviations

Abbreviation	Description
MAAC	Model Aviation Association of Canada
AMAS	Airdrie Modellers Aircraft Society
RPAS	Remotely Piloted Aircraft Systems
mRPAS	Micro-Remotely Piloted Aircraft Systems (less than 250g flying weight)
TC	Transport Canada
CAR	Canadian Aviation Regulations
FPV	First Person View
YYC	Calgary International Airport

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## 1 Preamble

1. The following document provides the "AIRDRIE MODELLERS AIRCRAFT SOCIETY" (AMAS) rules and policies to be observed and abided by AMAS members while at the **AMAS Balzac Field**. These policies are supplemental to the AMAS Bylaws. At the present time, **only mRPAS (models weighing less than 250g) and control line model operations are permitted.**
2. Members shall abide by all Transport Canada; Canadian Aviation Regulations (CAR) Part IX for Remotely Piloted Aircraft Systems (RPAS). It is the responsibility of each member to adhere to and remind fellow members of the rules as outlined in this document.
3. Site safety rules are necessary to provide an understanding of the required actions to ensure aviation safety, public safety, and to promote member safety, thus being in the best interest of members, the club, the community, and MAAC. Always refer to the latest version of these club rules. The Club Executive shall review the club rules for compliance with RPAS Regulations whenever an update or change is issued. This may result in club rule revisions as needed at any point during the year.

## 2 Definitions

1. Remotely Piloted Aircraft Systems (RPAS): A remotely piloted aircraft, its associated remote pilot station(s), the required command and control links and any other components as specified in the type design.
2. Micro-Remotely Piloted Aircraft Systems (mRPAS) are models as defined above with a flying weight of less than 250g.
3. The AMAS Balzac airfield is located in Class C Controlled Airspace (within 7 NM of Calgary International Airport (YYC)). YYC is located 5.3NM to the southwest. Our site is clear of normal aircraft traffic patterns, however you may see aircraft at high altitudes to the west. (See Appendix B)
4. No Fly Zone: Areas where flying models is prohibited by regulations, club rules, or agreement with neighbours.

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## 3 Policies


### 3.1 General

1. All fliers and students using the Club's facilities shall be either current AMAS members in good standing, or guests of the same, and must abide by the rules set out by AMAS. Members are responsible for the conduct of their guests.
2. All members and guest fliers must be a holder of a current MAAC membership card and undertake a field orientation before using the AMAS field facilities. International memberships are not accepted.
3. Pilots and Students flying RPAS categories must have at least the Basic RPAS Pilot Certificate. Each pilot must carry his/her MAAC card and Transport Canada RPAS Pilot Certificate, as applicable, with them while flying. Spot checks may be expected from regulating bodies. Pilot Certificates are not required for non-RPAS operations (mRPAS and control line).
4. Any unqualified or unapproved person shall not fly any aircraft (including mRPAS) without being accompanied by a qualified AMAS flight instructor.
5. Pilots and Students flying RPAS categories shall be familiar with and comply with Part IX of the Canadian Aviation Regulations.
6. All Members are responsible for respectfully advising fellow pilots of any rule infractions (such as model weight) or best safety practices.
7. Club Executive shall conduct an annual survey of the flying area to ensure continued conformance with RPAS Regulations.
8. RPAS regulations require that all members register their aircraft with TC and apply an owner's identification serial number on their aircraft. All aircraft MUST also be in compliance with MAAC identification label and the TC serial number. This is not required for non-RPAS operations (mRPAS and control line).

*No flying will commence until half an hour after sunrise and will end a half hour before sunset, the time of which is available on the Weather Network App. Night flying is not allowed.*

### 3.2 Club Facilities

1. All persons must clean up their area before leaving the flying field and must take all garbage with them.

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2. Due to high risk of grass fires, smoking is allowed only in the parking lot and cigarettes must be extinguished in the receptacles provided.
3. No person shall fly while consuming or under the influence of alcohol or drugs.
4. When refueling aircraft, use a catch container, drain hose or absorbent material to prevent fuel from contaminating the soil and creating a fire hazard.
5. The last person leaving the airfield is responsible for closing and locking the clubhouse and gate.


### 3.3 Flying Zones

AMAS members and guests are required to limit their flying within the zones shown in Appendix A.


The AMAS Executive and the AMAS Safety Officer shall undertake an annual inspection of the flying area to ensure continued conformance for safety related items (no flying within 30 m of the general public, vehicles or buildings). The AMAS Executive will provide a signed copy of the inspection report to MAAC as part of the annual registration process.

### 3.4 Flying Operations

1. Only qualified pilots or students are permitted in the flying area (beyond the fence). Members must clearly display their AMAS-MAAC card at their flying station. The use of clearly displayed AMAS name badges is highly recommended.
2. Members shall check for YYC-related NOTAM either using the NAV CANADA NOTAM portal or the RPAS Wilco app. If you are the first pilot of the day and have printed an RPAS Wilco site survey, please leave it at the site for fellow modellers to reference.
3. Pilots and students shall perform a thorough pre-flight check of their equipment at the beginning of each flying day. mRPAS pilots must confirm that their models weight less than 250 g either from the manufacturers specifications or by direct measurement.
4. Batteries shall not be connected to electric-powered models unless the model is restrained in the designated start-up area – no exceptions.
5. A maximum of four (4) aircraft of any type is permitted to be flying simultaneously at any given time. Please limit your flight time to ten minutes and alternate in a courteous fashion based on the membership present. When the control line circle is being used, no other aircraft are permitted to be flown. Control line pilots must coordinate with the other pilots present to allow time for safety cones to be setup etc.

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6. Pilots and students shall not operate an aircraft in such a reckless or negligent manner as to endanger or is likely to endanger full-scale aviation safety or the safety of any person.
7. Pilots and students shall not fly a model less than 30 m laterally, at any altitude, from uninvolved bystanders, vehicles, or structures.
8. As the site is in controlled airspace, visual observers are mandatory and at least one visual observer shall stand (no sitting allowed) within arm's length of any pilot flying. To ensure full scale aviation safety, when any member or other person spots a full-scale airplane that might come near the site, they are to loudly yell out "AIRPLANE". All Pilots must immediately descend to as low an altitude as possible and then land as soon as safely able. When the full-scale airplane is no longer a threat, the person who gave the warning shall yell "ALL CLEAR", or the pilots may make that determination themselves, and resume flying.
9. No flying is permitted while runway or landscape maintenance is being conducted in the take-off/landing area.
10. Standing on runways is not allowed except to take off or to retrieve your aircraft.
11. All pilots **must** call out their intention to take off, land or step on the runway.
12. When flying, pilots must be behind the pilot station fence. Do not turn your back to the flight area, especially if you are at a pilot station. Personnel who are not piloting an aircraft should refrain from disturbing, or distracting those who are.
13. Pilots shall not fly behind the flight line or in any other designated no-fly zone. Every effort must be taken to prevent aircraft entry into no-fly zones, including intentionally grounding the model.
14. Pilots shall call out if their aircraft malfunctions in flight and must be given landing priority. Recovery of mRPA that lands/crashes off the runway but in the flying area will be done in agreement with any pilots flying.
15. Landing aircraft have the right-of-way but it is up to the landing pilot to warn of his approach.
16. For control line operations, orange safety cones/pylons must be set up around the outer edge of the flying circle at 3 m intervals. A control line spotter is mandatory at our site. The following are club procedures for ensuring by-stander safety during control line operations:
  - When any member or other person spots a by-stander approaching the flying area that might present a safety concern, they are to yell out "BY-STANDER" in a loud voice.

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- ALL control line pilots must immediately climb the model to as high an altitude as is possible (above head height) OR land immediately. This may require an intentional forced landing/crash away from the approaching bystander.
- The spotter or pilot should endeavor to warn the bystander to remain clear of the flying area and outside the safety buffer distance. Yelling in a firm loud voice "STOP - stay back" and waving your arm(s) is suggested.
- If you perceive the bystander to be in danger, and do not have a reasonable expectation to ensure their safety, "ground/crash/stop" you model by any means possible away from the bystander and in a manner that is as safe as possible.

17. No model aircraft flying will occur below the Club mandated weather minimums:

- (a) If cloud is present below 1000' above the model flying area,
- (b) a horizontal visibility requirement of less than 3NM around the flying area, and
- (c) if there are other obscuring conditions (fog, smoke, haze etc.) which could make spotting full-scale aircraft difficult.

### 3.5 Guests

1. Each member will be allowed to bring a guest to fly at the AMAS Balzac field a maximum of two (2) times a year. The guest must be a qualified pilot with a minimum of a Basic RPAS Pilot Certificate and has a current MAAC membership. Consideration may be given to extended guest visits, depending upon circumstances, as approved by the AMAS Executive. The Pilot Certificate is not required for non-RPAS operations.
2. Members are responsible for their guests at all times. Spectators are not allowed in the pits or pilot-stations.
3. During busy periods, members will have priority over guests.


### 3.6 Noise Management & Control

1. All combustion engines must be equipped with a muffler which meets the decibel level requirement of below 96db measured at a distance of 3 m from the aircraft.

### 3.7 Training

1. Only those persons approved by the AMAS Training Committee shall instruct in the flying of model aircraft at the AMAS Balzac field.



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2. While instructing a student, AMAS or the approved AMAS instructor will not be responsible for any damages incurred to the student's aircraft or equipment.
3. The instructor will follow the MAAC Wings Program when instructing a student.
4. Guests learning to fly must be instructed by a qualified AMAS instructor are subject to the same rules as any other student.
5. An AMAS instructor assigned for this purpose must evaluate a new member who has previously obtained their wings at another club.

### 3.8 Rules and Policies Responsibilities, Procedures, Enforcement


1. If any member observes another member disobeying the rules of the AMAS, he may lay a complaint in writing within five days of the occurrence, and forward to the AMAS Executive.
2. After the complaint has been reviewed by the Rules Committee and passed their recommendation on to the Executive, the Executive will either resolve the matter, or take it to the next regular meeting for resolution by the membership.
3. Any person, or persons, charged with an offense, under, will have the right to attend the Executive meeting at which the matter is being debated, to defend themselves.
4. There will be no appeal of the Executive's decision or to the decision of the membership.

### 3.9 Pets


1. Animals brought to the field shall always be restrained while on AMAS premises. The bringing of any pets to the AMAS field is discouraged.

### 3.10 Contact Procedure


1. If an accident that involves bodily harm occurs, arrange for medical attention immediately if required. First aid kit, defibrillator, phone and fire extinguisher are located in the clubhouse. If a 911 call is placed, please provide the GPS coordinates of the main gate to the EMS responders: **51° 11' 50.54"N 113° 56' 08.22"W**.

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2. If an accident occurs that results in bodily harm or property damage (not including aircraft), this must be reported to the AMAS Executive within 24 hours of the event. This information is posted on the inside of the clubhouse. The Executive will contact TC and MAAC as required.
  
3. In the event of a “fly-away” towards YYC or an incident occurs that could result in a hazard to air traffic, call YYC Air Traffic Control (**403-216-7116** or 888-882-2254), describe the nature of the incident, and follow the directions provided.
  
4. If there is any type of near miss or safety concern between a full-scale aircraft and a mRPA, **ALL FLYING SHALL** cease immediately. The members involved should fill out a MAAC reportable occurrence report and submit that to 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 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.

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## Appendix A – FIELD DIAGRAMS

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