

Minutes

Motueka Aerodrome Advisory Group

- Date and Time:** Wednesday 2nd June 2021, 12.30 pm
- Venue:** Tasman District Council Service Centre, Hickmott Place, Motueka
- Present:** Cr Barry Dowler – Tasman District Council (Chair)
Stuart Bean – Commercial User Representative
Kevin York – Independent Member
Mark Stagg – Commercial User Representative
Richard Horrell – Motueka Community Board Member
Mark Lasenby – Independent Member
David Ogilvie - Tasman District Council
- In attendance:** Nick Chin – Enterprise Portfolio Manager, Tasman District Council
Andrea Meldrum – Enterprise Portfolio Officer, Tasman District Council
Jessica Moore – Enterprise Portfolio Officer, Tasman District Council
Mark Johannsen – Property Services Manager, Tasman District Council

Meeting opened at 12.30 pm

1. Welcome

The Chair welcomed everyone to the meeting.

2. Apologies

Greg Wood

Moved: Stuart Bean/Mark Stagg
That apologies be received from
Carried

3. Minutes of last meeting – 3 March 2021

Moved: Kevin York/Mark Stagg

That the minutes of the 3 March 2021 meeting be accepted as a true and correct record.

Carried

4. Action items from the previous meeting

The action items were updated and the following items discussed:

- **Hedge trim, Done**
- **Electricity Supply**, Barry had on site meeting with Network Tasman. New supply cable should be running nearby along College Street, making it more cost effective for our needs. Tenders close next Thursday then they'll come back to Barry with quote.

5. Health and safety update

Nelson Aviation College gave a good overview of their safety reports 2016-2020 which was well received. Health and safety culture is active at airport. Itinerant pilots were identified as a source of concern.

6. Aerodrome operations update

Aircraft movements' dashboard – April 2021

Not a huge amount to update. Movements have been circulated. It looks accurate.

Development Plan/Management Plan

These are being reviewed by the portfolio team at the moment. Council will need to approve before taking the reviews to stakeholders for consultation. It's being proposed the development and management plan are combined.

Nelmac

Maintenance meeting with Nelmac to address issues is being held next week.

7. Financial update

Financial report – April 2021

An updated April 2021 financial summary was circulated.

Nick briefly discussed forms of funding for maintenance such as Rata Foundation. Power supply to western boundary was raised as the immediate priority.

Runways are holding up well so no need to upgrade them any time soon. Money in our account will offset any big improvement costs such as power and runway resealing.

Action: Nick Chin to talk with Rata Foundation

Moved: Mark Lasenby/Kevin York

That the April 2021 finance report be accepted.

Carried

8. General business

Kevin York was unaware of hangar being built at the aerodrome and wants more communication. Now the Enterprise team is fully staffed there will be more regular correspondence. Archived reports need to be uploaded.

Action: Andrea will follow up to make sure the reports are uploaded and will send more regular correspondence re developments

Kevin York spoke about College Street car park area which has drainage issues due to nowhere for the rain water to run off. CJ Industries indicated it would cost \$29k+GST to put in more soak pits etc. Guttering needs to be cleared out. Better seepage may be a less costly option.

Action: Andrea to make sure gutters are cleaned approach Bruce Broady, Aero Club and Alastair Hart

Action: Barry to talk with Jamie McPherson re road drainage

Water ponding is happening in neighbouring property by dump station hopefully it doesn't affect the dump station and nearby hangars.

Dump station area is being planted out. Fence has been damaged by campervan, will be fixed soon perhaps when the planting happen. Marchwood Park sign has been put up on at the top of the runway, Barry will follow this up. Taps and fittings have been going missing.

Action: Barry to talk to Marchwood Park re a better spot for this sign

Kevin Foster from the Aero Club has passed away. Stuart Bean and Kevin York spoke about the 100 year anniversary of aviation in the region event in November. Kevin York said Kevin Foster was very keen and supportive of the event. The Women in Aviation event is happening this weekend. Funding for the 100 year event and promotion of the event is being progressed including involving schools. Mark Stagg talked about the importance of informing the public about the event.

Barry thanked Mark Johannsen for his work and wished him all the best for his retirement. Mark thanked the group also and said it's been a great group to work with. He would like this group to promote and protect the aerodrome especially when it comes to new housing developments in the area. The TEP/TRMP will need something locked in to deal with these concerns.

Meeting closed at 1.55 pm

Next meeting: Proposed **1 September 2021 at 12.30pm**
1 December 2021 at 12.30pm

Confirmed

Action Log – 2.6.21

Action	Assigned to:
Mark Johannsen will advise group of tenure of Nelmac contract	Mark Johannsen
Nick Chin to talk with Rata Foundation	Nick Chin
Nick Chin to report back on Nelmac maintenance	Nick Chin
Report back on electricity supply quote	Barry Dowler
Andrea to make sure gutters are cleaned approach Bruce Broady, Aero Club and Alastair Hart	Andrea Meldrum
Barry to talk with Jamie McPherson re road drainage	Barry Dowler
Barry to talk to Marchwood Park re a better spot for their sign	Barry Dowler
Make sure archived meeting minutes are uploaded to TDC website	Andrea Meldrum

Confirmed