

# Minutes

## Motueka Aerodrome Operations and Safety Committee

**Date and Time:** Wednesday 13 March 2019, 1.00 pm

**Venue:** Motueka Aero Club Rooms

**Present:**

- Stuart Bean – Chair
- Jason Deer – President Aero Club
- Mark Stagg – Argus Aviation
- Barry Eaton – Recreational User
- Blair Campbell – Nelson Tasman Air
- Giles Witney – Nelson Aviation College
- Brad Keay – Nelson Aviation College
- Jeff Coulson – Recreational User
- Glennie Johnson – Recreational User
- John Richards - Recreational User
- Ben Smith – Newton Survey UAU Representative
- Mark Lasenby – Independent

**In attendance:**

- Andrew Ellis - Commercial Portfolio Manager, Tasman District Council
- Jane Park - Administration Officer - Property Services, Tasman District Council (Minute Taker)

Meeting opened at 1.00 pm

### 1. Welcome

The Chair welcomed everyone to the meeting.

## 2. Apologies

Mark Johannsen – Property Services Manager, Tasman District Council

Andy Gaul – Nelmac

Jim Maguire - Recreational User Representative

Don Grant – Motueka Aero Club

Linda Atkins – Executive Support Officer, Tasman District Council

## 3. Minutes of the previous meeting – 12 December 2018

The minutes of the meeting held on 12 December 2018 were confirmed as a true and correct record.

## 4. Action items from the previous meeting

The action list was updated.

## 5. Operations and safety issues

- Concern was raised regarding helicopter operation adjacent to parachute landing area. S Bean explained safety procedure to mitigate risk.
- Giles Witney raised concern about the power poles encroaching the Obstacle Limitation Surface at the south end of the runway and Councils operational responsibility once identified. The exemptions under the TRMP were discussed and it was agreed Andrew Ellis / Jane Park would go back to Network Tasman to get costings to have the power poles removed.
- Rubber build up on runway markings discussed. Committee agreed NDRA be approached about repainting over the rubber and maintenance.
- The Committee is in favour of renewing the NDRA licence.
- Concern was raised regarding the fuel running out the previous week. A NOTAM (notice to airmen) issued. G Witney requested TDC purchase tanker for future fuel shortage. Giles Witney requested TDC purchase tanker for future fuel shortage.
- The Committee agreed this was not TDC responsibility.

## 6. Fees and Charges 2019/2020

2019/20 proposed fees and charges were circulated for discussion. Andrew Ellis explained the process and timeframe to have the fees confirmed.

Some felt the annual recreational charge was too high.

Comment was made about the increase to helicopter landing fee. It was explained that the fee was not limited to runway maintenance but aerodrome maintenance so all users should contribute.

A CPI increase was suggested but as many of the fees were new and there was still regular use of the honesty box a 'round' figure was the preference.

The short term parking fee was not endorsed by the committee and there was consensus to remove this charge.

## **7. General Business**

There was no general business.

Meeting closed at 2.15 pm

Confirmed

**Action Log – 13 March 2019**

<b>Action</b>	<b>Assigned to:</b>
<p><b>Shelterbelt:</b> Wakatu Inc have trimmed the shelterbelt but the consensus was this was not low enough. : Contact Wakatu to advise shelterbelt requires further trimming to 3.5m J Park to readdress this item.</p>	Jane Park
<p><b>Clear tree debris from Marchwood Park Road corner:</b> The price is too high, Andy is re quoting to disperse this rather than remove it.</p>	Andy Gaul
<p><b>Chase engineering regarding damage to runway:</b> Getting more quotes from alternative contractors.as through engineering it is too slow and expensive.</p>	Andrew Ellis
<p><b>Organise changes to the AIP with Airways NZ:</b> In process, runway positioning and other changes. Draft ready for circulation to committee for comment. Jane Park to email interested users.</p>	Jane Park
<p><b>Contact Network Tasman regarding power poles:</b> Confirmed on LTP for action but no timeframe. Jane Park to go back to them for more information.</p>	Jane Park
<p><b>Investigate data for noise complaints:</b> Work in progress.</p>	Mark Johannsen
<p><b>Rubber build up on runway markings.</b> NDRA be approached about repainting over the rubber and maintenance.</p>	Andrew Ellis
<p>Investigate process to remove aircraft parking fees</p>	Andrew Ellis
<p>Contact Kevin Rooke regarding hang gliding operation</p>	Andrew Ellis