

# Notes of the Motueka Aerodrome Operational & Safety Committee

**Date:** Thursday 18 February 2016 at 2.00 pm

**Venue:** Motueka Airport, College Street, Motueka

**Present:** John Richards, Willie King, Trevor Leighton, Chris Rika, Ben Wallace, Andrew Gillatt, Jeremy Anderson, Gene Cooper, Valerie Gribble

**Apologies:** Penny McKay, Alistair Hart, Stuart Bean

## 1. Introduction

Gene Cooper, Commercial Manager, Tasman District Council, introduced himself. He advised that Susannah Peckham had resigned, effective from 4 March 2016. He noted that the Motueka Aerodrome Operational & Safety Committee will work as other groups, ie can make recommendations, but not decisions, with meetings being held quarterly. The model will be looked at again post the 2016 elections. Gene advised that he will be attending both these meetings and also the Motueka Airport Advisory Group meetings.

## 2. Minutes

W King/J Richards

That the minutes of the meeting of the Motueka Aerodrome Operational & Safety Committee held on 17 September 2015 be confirmed.

Carried

## 3. Matters Arising

- Andrew Gillatt undertook to contact Take-A-Break to see if they would be interested in putting in a webcam at the airport.
- UAV was working at drag racing. Gene asked for photos to be taken when UAVs are working and TDC will deal with it and take action. Gene advised that every incident should be registered on Vault (TDC's Health and Safety system) and every near miss should be recorded. Copy to Gene, who will action.
- Grass runway – meetings have been held with Nelmac. The work is to be completed post-Easter 2016. Gene to send out list of works to be undertaken. John didn't consider filling holes would work and suggested Taylors be consulted as they do edges of roads and would have a better understanding of what is needed. Gene is happy to sit down with both parties before the work is done and meet on site.
- An email address is to be put on TDC website for complaints. A Moutere resident had complained about an aeroplane flying too low. The pilot said he wasn't flying too low, but no feedback was given to the complainants. Gene undertook to contact the complainants.

#### 4. Safety Issues

Gene advised that security gates need to be padlocked. Susan Mathieson is following up on change of lock. Gates need to be kept closed.

There should be signs on gates.

Fence repairs have been completed following the vehicle incident. Someone will appear in Court this month in relation to the incident, and costs will be made against him.

Gene was asked to check on removing rubber from the drag strip and also signs that are needed.

#### 5. Emergency Exercise

May 2016

Jeremy to be controller

- Good for airport users to keep staff aware and it is in the TDC plan
- CAA have a requirement for an exercise every two years.
- Any locks on gates emergency services use need to be operated with one master key
- Gene to check with John Gourdie if the gate was unlocked before the drag racing.

Gene to organise with emergency services and advise.

#### 6. General Business

Don is building a hangar.

Barry Fowler is looking for a meeting with Gene about a hangar.

Gene advised that Barry Dowler is wanting power put into the airport. Trevor and John would be interested in power to their hangars, and it would be a good selling point.

Gene to check with power supply people to find out what it would cost to put in power.

Gene undertook to revisit the issue of using the long grass to make Lucerne. There was concern about the long grass being a fire risk on the airfield.

#### 7. Next Meeting

This group will meet on the Thursday preceding the Motueka Airport Advisory Group meeting.

A special meeting will be held prior to the May 2016 exercise.

The next meeting will be 19 May 2016.

#### Action List – 18 February

Who	Task	Resources/others involved
Gene	Send our list of works to be completed on grass runway	
Gene	Meet before Motueka Airport Advisory Group meeting next week to discuss grass runway	
Gene	Email address to be put on TDC website for complaints	
Gene	Contact complainants in Moutere about aeroplane they alleged was flying too low	

Susan M	Follow up on change of lock on gate	
Gene	To arrange signs for gates	
Gene	Drag rubber on strip, also signs	
Gene	Any locks on gates emergency services use need to be operated with one master key.	
Gene	Check with John Gourdie whether the gate was locked before the drag racing	
Gene	Check with power suppliers re putting power to airport	
Gene	Why is airport paying for sealing of accessway and not Motueka A&P Association?	
Gene	Lucerne growing?	

The meeting concluded at 2.20 pm.