

Minutes

Motueka Aerodrome Advisory Group

Date: Wednesday 19 September 2018, 2.30 pm
Venue: Tasman District Council Service Centre, Hickmott Place, Motueka

Present: Cr Peter Canton – Chair
Barry Dowler – Community Board Member
Mark Stagg – Argus Aviation
Jim Maguire – Recreational User Representative

In attendance: Mark Johannsen - Property Services Manager – Tasman District Council
Andrew Ellis - Commercial Portfolio Manager – Tasman District Council
Michelle Fraei – Executive Support Officer – Tasman District Council

Meeting opened at 2.35 pm

1. Welcome

Peter welcomed everyone to the meeting.

2. Apologies

Stuart Bean

Moved: Barry Dowler / Jim Maguire

That apologies be received from Stuart Bean – **Carried.**

3. Notes from the previous meeting

As there was not a quorum at the meeting of 20 June 2018, the Record of Discussion from that meeting was acknowledged but not accepted.

Moved: Peter Canton / Barry Dowler

That the minutes from 14 March 2018 meeting be accepted as true and correct – **Carried.**

4. Action items from the notes of the previous meeting

- **Revised fees** – The revised fees for the 2018/2019 year were circulated again.

- **Information on voluntary heights for Aero Club newsletter** – Jim Maguire will undertake this for the next newsletter for pilots.
- **MoU website link to Jason Deer (President) to pass onto the Aero Club members** - This was completed on 28 June 2018.
- **Management Plan upload to website and send link to all** – The Management Plan is on the website and the link has been sent.
- **Stormwater levies** – Mark Johannsen asked a staff member from the Engineering Department at Council to attend the meeting. This will be discussed in Item 5.
- **Grid around fuelling station** – Andrew Ellis has spoken to Z Energy. They do not have a budget to contribute but they will put it to their finance team for review.

There was a suggestion that instead of spending \$5k on a grid area, to look for a cheaper option which could include two ramps on each side rather than doing a square grid. Andrew Ellis to investigate cheaper option for grid area.
- **Lift Off Tasman event** – Mark Johannsen has given his approval to use the aerodrome for this event.

5. Stormwater levies in development contributions

Dugald Ley from the Engineering Department at Council sent an email to Andrew Ellis and Mark Johannsen outlining the background information on the stormwater drainage area and development contributions, and this was circulated to the Advisory Group.

When someone extends or builds a hangar they are asked for development contributions for stormwater as it is deemed to have an adverse effect on properties towards High Street.

A key concern is that there is no stormwater connection at the airfield, and the aerodrome may also not benefit directly from any planned stormwater infrastructure. However, the contributions are acting as a barrier to development.

It was suggested that the stormwater arrangements need to be reviewed through the aerodrome/orchard area and for a plan change in the TRMP.

Discounts are available if the applicant puts in a soak pit, but this is subject to review. Andrew has asked Engineering whether they would consider a blanket discount to reflect the uncertainty regarding future benefits for the aerodrome.

It was also suggested that there needs to be a clear process to build a hangar.

Action: Andrew Ellis to discuss with Engineering a blanket discount for a period of time.

Action: Mark Johannsen to document the process to build a new hangar or building.

6. Health and Safety update

No issues had been raised at the Operations and Safety Committee meeting.

Mark Stagg said there has been numerous complaints of a microlight operator who is not using his radio. Andrew Ellis and Mark Johannsen are not aware of any recent complaints.

There has been a suggestion from the Operations and Safety Committee to look at relocating one of the windsocks. A quote from Nelmac for \$2k was received to do this. Relocating the windsock would mean they would be without one for a couple of days. No one at the Operations and Safety meeting had a problem with that. There would be a NOTAM to advise this.

Mark Stagg and Jim Maguire did not think it was beneficial in relocating the windsock and they have no visibility issues with the current one. It was decided to put this on a low safety risk category for the time being. Andrew Ellis suggested to lower the hedge in the meantime.

Mark Johannsen mentioned he had received a request from the NAC to get the shelterbelt trees trimmed. Mark is following up on that.

Action: Mark Johannsen to follow-up on the trimming of shelterbelt trees near the runway.

7. Aerodrome operations update

AIMM software was installed at the aerodrome. For the month of August there had been just over 2000 movements with approximately 700-800 landings. Collection of this data will indicate if there has been income leakage and this will feed into the landing fee review.

The income received from landings is 10% of what should have been received in the month of August.

It was suggested that alternative means of paying the landing fees should be looked at as the honesty box is not user-friendly. It was also suggested to have a baseline fee for the honesty box of \$10 and a \$100-200 flat fee option for recreational users.

Action: Andrew to review fees and will report back to the next meeting to potentially make a recommendation. If the timing is not suitable for the next meeting Andrew will send an email to the Advisory Group instead.

8. Financial update

Andrew Ellis circulated the financials to the Advisory Group for 2017-2018. Up to June 2018 the aerodrome made a small surplus for the year although is still reliant on general rates.

Landing fees revenue went down last year which indicates income leakage. The new software should assist with this.

There was high employment related costs as Council employed a consultant to assist for a period whilst the Commercial Portfolio Manager position was vacant.

Andrew mentioned there was a discussion about bringing power up to the dump station at the aerodrome. Mark Johannsen said there was a misapprehension regarding the aerodrome contributing as it had been suggested that a figure of \$100k was available. The position is that around \$25k could be contributed to the project if that was needed to get it "across the line" and this could be justified as servicing the north west side of the airport. The \$100k is the full years budget that the aerodrome has available to service needs for the year.

Andrew is in discussion with an investor, who is interested in a significant development on the western end of aerodrome along Queen Victoria Street. This area also does not have services, and some of the \$100k budget may be required for this location.

9. General business

- **Community Representative for Advisory Group**

Barry Dowler said that the two Community Representative's EOI for this Advisory Group has been advertised and should have new members by the next meeting.

- **Extension of resource consent for Nelson Drag Racing Association – Barry Dowler**

The NDRA are going through the process to renew their resource consent which runs out next year. Barry has spoken with the Mayor and it was recommended there is a pre-hearing. The Motueka Community Board has put a letter through supporting the continuation of the resource consent.

Mark Stagg has had problems with security and rubbish from the public as his area is directly affected. He would like his area roped off when events are on, but overall is happy to support drag racing.

The Advisory Group is happy for a letter to be written to support the drag racing.

There was concern from one member of the Operations and Safety Committee meeting about the scale of the drag racing event and the depreciation on the runway every year, and he did not think the NDRA fee of \$4k was enough. Jim Maguire said the Aero Club do not have any issues with the current fee for NDRA fee or their operation.

Action: Andrew Ellis to check on licence to operate for NDRA and the current fee.

- **Defibrillator Annual Performance Verification – Stuart Bean**

Mark Johannsen said Stuart Bean would like the Airport accounts to fund checks for the defibrillator which is installed on the Skydive building. Maintenance is \$150 + GST. The Advisory Group agreed to fund this.

Meeting closed 4.30 pm

Next meeting – Wednesday 12 December 2018, 2.30 pm

Action log:

Action	Assigned to
Information on voluntary heights for Aero Club newsletter	Jim Maguire
Investigate cheaper option for grid around fuelling station	Andrew Ellis
Discuss with Engineering a blanket discount for stormwater development contributions	Andrew Ellis
Document a process for building a new hangar	Mark Johannsen
Trimming of shelterbelt trees	Mark Johannsen
Review landing fees	Andrew Ellis
Check on Licence to Operate for NDRA	Andrew Ellis

Unconfirmed