

Meeting Notes

Motueka Aerodrome Operations & Safety Committee

Date: Wednesday 22 November 2017, 1.00pm

Venue: Motueka Aero Club Rooms

Present: Stuart Bean (Chair)
Kevin Bedford (Skydive Abel Tasman)
John Richards (recreational user)
Jeremy Anderson (Nelson Aviation College)
Mark Stagg (Argus Helicopters)
Barry Eaton (recreational user)
Glennie Johnson (recreational user)
Tony Nikkel (UAV operator)
Andy Gaul (Nelmac)
John Newman (recreational user)
Jim Maguire (recreational user representative)

In attendance: Jim Frater (Project Manager, Property Services)
Terry-Louise Rosser (Tasman District Council)
Mark Johannsen (Property Services Manager - Tasman District Council)

Stuart opened the meeting at 1.00pm

1. Apologies

John Gourdie
Penny MacKay
Don Grant
Giles Witney

2. Minutes of previous meeting – 23 August 2017

Moved: Stuart/Jeremy

That the minutes of the last meeting held on 23 August be confirmed – **carried**.

3. Actions from previous meetings

- Radio calls – Stuart had still not contacted operators regarding radio calls and asked if the Committee could revisit the issue. The original request had come from Trevor Leighton as he felt too many calls were being made causing clutter. Trevor asked if anything could be done to reduce the number of unnecessary calls. Jeremy commented that this hasn't been an issues over winter but as the aerodrome gets busier over summer it may become a problem again. Barry Eaton felt the more communication the better. It was suggested that a refresher on best practice for radio calls be sent out to aerodrome users and Jim Maguire agreed to put something in the next Aero Club newsletter.
- The obstacle threshold survey has been completed.
- Jim Frater had spoken to Council about the ground conditions of the grass runway being too soft to roll.

Action: Jim Maguire to include a refresher on best practice for radio calls in the Aero Club newsletter.

4. Safety issues

Jim Frater gave an update on safety issues as follows:

- Three new wind socks have been ordered.
- An aerodrome inspection was completed 16 November and there are a few things that need to be attended to.
- He had not been able to establish if the grass runway is open. He needs to speak to Glen Thorn. Jeremy mentioned he had spoken to Glenn a few weeks ago and that Glenn wanted to give the runway another roll.
- The long grass will be gone before Christmas.

- He has asked for the crack in the runway to be sealed to stop the grass growing into the seal.
- He has been advised by a Council roading engineer that Downer have new paint which could be suitable for the piano keys. If it is not possible to paint over the rubber, NDRA will have to cover the cost of removing it and replacing the seal.
- CAA signs are ready to put up.
- He is meeting with Andy Gaul next week to discuss the mowing contract. John Richards commented that the southern end of the airfield needed an extra mow especially in spring. He also noted that when the grass is quite long before being mown it can be a safety issue as it clumps together and can catch in the wheels of a plane and flip it. John requested the grass be mown to a height of 50mm. Andy explained that he wanted to make things as easy as possible and was sure he could work out a solution to the issues. Jim explained to the Committee that the mowing specifications were going to be discussed at the Advisory Group meeting.

5. Review of Memorandum of Understanding

Jim Frater explained the changes to the Memorandum of Understanding, many of which were based on the Ardmore Airport MOU. The main changes were the addition of a procedure for dealing with repeat offenders, an update to the complaints procedure, the addition of a three member panel to consult with the aerodrome operator on matters arising if required and some rules being taken out of the MOU and added to the management plan. Stuart suggested the Committee get any feedback on the changes to Jim by Friday 24 November.

Action: Committee members to provide feedback on MOU by 24 November.

6. Aerodrome curfew

Jim Frater explained that the Council had received a request to introduce a curfew at the aerodrome whereby the last flights were at 8pm. He noted that as there were no lights at the aerodrome the operating hours were daylight to dusk. It was felt that this restriction on flights was sufficient.

Stuart commented that even if Motueka Aerodrome closed at 8pm other airports would still be operating.

7. General Business

- John Richards commented that people don't always sign off from Motueka and change straight away to the Takaka radio frequency which can cause problems. Jeremy explained that he had met with Airways and that changes were on the cards, one of which was moving the boundary from south of Tonga Island to Separation Point which should fix the problem.
- John Richards asked if a standardised process for building new hangars could be discussed at the Motueka Aerodrome Advisory Group meeting. Members of the committee also discussed the need for a set procedure on how to apply for a hangar and that any development contribution required needed to be stated up front.

The meeting closed 1.32pm

Next meeting – TBA

Action	Who
Include a refresher on best practice for radio calls in Aero Club newsletter.	Jim Maguire
Committee members to provide feedback on MOU by 24 November.	All