

Minutes

Motueka Aerodrome Operations and Safety Committee

Date and Time: Wednesday 3 March 2021 at 10.00 am

Venue: Motueka Aero Club Rooms

Present: Stuart Bean – Chair
Owen Stewart
Brad Key
Mark Stagg
James Meldrum (Inflite)
Ken Connor (Nelmac)
Ivan Ashby (Nelmac)

In attendance: Andrew Ellis - Commercial Portfolio Manager, Tasman District Council
Andrea Meldrum – Administration Officer, Tasman District Council

Meeting opened at 10.00 am

1. Welcome

The Chair welcomed everyone to the meeting. Don has resigned. Stuart has stepped in to chair this meeting.

2. Apologies

Mark Johannsen – Property Services Manager, Tasman District Council
Giles Witney - NAC

3. Minutes of the previous meeting – 4 November 2020

The minutes of the meeting held on 4 November 2020 were confirmed as a true and correct record.

4. Action items from the previous meeting

The action list was updated. Discussed the following items:

- **Shelterbelt:** Provide quote for trimming of hedge. Contact Wakatu & Golden Bay Fruit. Ken Connor, Don Grant

Action: Andrea to follow up with Don

Andrew - Max allowable height above ground is 5m, and the hedge was 6.5m in 2017. Hedge is going to be a couple of metres too high, needs to come down to about 4m. Wakatu has been approached multiple times. If the hedge height is too high we need to move our threshold markers. Owen said our only option is to reduce the runway length if this hedge is too high, may need to get CAA involved.

Action: Ivan will get a quote for hedge trimming. Once hedge is measured we can create a NOTAM accordingly.

- **Noise complaints:** To keep an ongoing formal complaint record. We will take calls about dangerous operations or noise at the aerodrome but other complaints will need to go to CAA. There were no new issues.
- **Water on the runway:** Nelmac to spray edges and runway. Ken Connor – not done yet. Grass has been mowed lower but not helping. Spraying 100mm each side will be undertaken.

Action: Ivan will come onsite and run through details with Nelmac staff, Brad/Owen will attend with Ivan and his team.

- **Boggy area:** Proceed with diamond grid 30m.

Action: Ken/Ivan, to be requoted and Andrea will do purchase order for this.

- **Stones around fuel pump:** Nelmac to tidying this area.

Action: Ken/Ivan, to be requoted and Andrea will do purchase order for this.

- **Purchase and install 4 new windsocks** Jane was doing this

Action: Andrea will follow up

- **Noise map:** Provide details of previous consultant. Don Grant has provided this and the information was circulated.

5. Operations and safety issues

Drone use at Drag Racing Event

Andrew says Jim is busy with event and drone use would add complication to his role on the day. Stuart says we operate on the day and he agrees drones would add complications. James says if it's confined/controlled it won't be a problem. Stuart says if it's one approved operator, and it's controlled and Jim is ok with it, it should be ok. NAC don't operate when the drags are on. Check with Jim to go forward.

Action: Andrea to check if Jim is happy to manage drone use for drag racing.

AIP

The amended AIP was circulated to the group for their information.

Noise Map

Owen spoke about Christchurch Airport and their noise mapping, and how some new housing areas had a noise caveat about not complaining about noise in these areas. Andrew says noise mapping may help if new residential areas are created in Motueka. Owen suggested talking with a noise mapping company to gain an understanding of their thoughts on our area. Stuart identified that clear objectives would be needed if we engage a mapping company. Andrew identified that existing residents may be impacted by results. Ivan suggested picking a zone

6. General business

Ivan identified two gates that have been open three times in the last two months 26.12.21 for example. Andrew said combination locks have been installed, they should be being locked. Ken has been doing perimeter checks. Locks were put in place due to concern that we didn't have very good security to prevent private individuals from driving through the facility especially cars at night time and other antisocial behaviour.

Action: Andrea to email user group asking all gates to be locked.

Andrew has resigned. Stuart thanked Andrew for his work. Mark Johannsen is retiring 7.5.21. Mark is the official aerodrome operator, Mike Drummond will need to identify who is going to be the operator. Ken will be stepping away from the airport work and Ivan will represent Nelmac along with Lily Chong.

Stuart identified that it's great to have support of Council in these meetings

Closed at 10.48 am

Next meeting: Proposed **2 June 2021 at 10.00 am**
 1 September 2021 at 10.00 am
 1 December 2021 at 10.00 am
 2 March 2022 at 10.00 am

Action Log – 3 March 2021

Action	Assigned to:
Shelterbelt - ask Don if he has been in contact with Wakatu	Andrea Meldrum
Shelterbelt: quote for hedge trimming. Measure hedge. Create a NOTAM accordingly	Ken Connor/Ivan Ashby/Andrea Meldrum
Approach Wakatu with above quote	Andrea Meldrum
Proceed with diamond grid	Ken Connor/Ivan Ashby
Tidy up stones area around fuel pump	Ken Connor/Ivan Ashby
Nelmac to spray edges and runway. 100mm	Ken Connor/Ivan Ashby
Follow up on windsocks	Andrea Meldrum
Check with Jim re drag race drone	Andrea Meldrum
Send email to user group - Some gates have been left open please ensure they're locked	Andrea Meldrum