

## AGENDA

### Takaka Aerodrome User Group

5 July 2023, 3 pm – 4.30 pm  
 Aero Club, Takaka Aerodrome

1. Welcome by the Chair
2. Opening Karakia
3. Apologies
4. Minutes of the previous meeting – The March 2023
5. Resolution that the Committee:  
*‘Appoints Mr Ian Orange as the Chair of the Takaka Aerodrome User Group.’*  
*Move:* *Second:*
6. Action items from the minutes of the previous meeting

Action	Status	Assigned to:
Straighten the fences when the weather is drier	Ongoing	Luke Jacobson
Liaise with Jim Frater re emergency exercise scenario- Agreed to change this to an onsite walk through of entry and exit points, runways and emergency facilities on site (extinguishers, first aid etc.) with ambulance and FENZ, and NZ Police.	Ongoing	Stephen Batt
Update AIP	In progress	Stephen Batt

7. Takaka Aerodrome Report
8. Takaka Aerodrome Financials
9. Operations and Safety Issues –
  - 8.1 Memorandum of Understanding Takaka Aerodrome

- 8.2 Sealing southeast cross runway and fog coat on northern end of sealed runway.
- 8.3 Landing Fees and Reporting
- 8.4 Resource Consent – Public Submissions
- 8.5 Emergency Services -Aerodrome Safety Incident Planning
  - 8.5.1 Discussion on Simulated Emergency Exercise
  - 8.5.2 After meeting, walkaround with St Johns, Police and FENZ
- 10. General business
- 11. Next meeting date: 8 November 2023
- 12. Closing Karakia

# Takaka Aerodrome User Group

## Tasman District Council

**Date and Time:** 3 March 2023 at 3 pm

**Venue:** Takaka Aerodrome Aero Club

**Present:** Ian Orange (Chair)  
Richard Molloy, Murray Bensemann

**In attendance:** Cr Chris Hill, Nick Chin (Property and Enterprise Manager), and (Stephen Batt Senior Enterprise Portfolio Officer).

The meeting opened at 3 pm

### 1. Welcome

The Chair welcomed everyone to the meeting.

### 2. Apologies

**That apologies be received from Mit Brereton and Shane Fleming.**

**Moved:** Ian Orange **Seconded:** Murray Bensemann

**Carried**

### 3. Minutes of the last meeting – 29 November 2022

**That the minutes from 29 November 2022 meeting be accepted as a true and correct record.**

**Moved:** Ian Orange **Seconded:** Murray Bensemann

**Carried**

### 4. Action items from the previous meeting

The action items were updated, and the following items were discussed:

Action	Status	Assigned to:
Straighten the fences when the weather is drier	Ongoing	Luke Jacobson

Liaise with Jim Frater re emergency exercise scenario- Agreed to change this to an onsite walk through of entry and exit points, runways and emergency facilities on site (extinguishers, first aid etc.) with ambulance and FENZ, and NZ Police.	Ongoing	Stephen Batt
Update AIP	Completed – for removal	Stephen Batt

## 5. General Business to be discussed

Discussed the arrival on a small aircraft when Sollys were on site and the aerodrome was closed. Tail number started with PYG?. Enterprise Team to find tail number and notify CAA of incident.

Fence from entrance gate to aero club was discussed. Stephen Batt agreed to provide a Purchase Order and fund materials if Aero Club could rally volunteers to replace fence.

Trees to the South – The growth of the trees was discussed, and it was agreed that IO and SB would meet to approach the owner and request permission to trim accordingly.

Mit's departure and the availability of the residential house at the aerodrome was discussed. It was agreed that a suitable person associated with the aerodrome would be preferred.

OLS Re-survey and CAA notification of changes since 1992 – the CAA visit and the implications to the aerodrome were discussed. Perry Gilbert, Surveyor, from Marlborough will be completing full OLS surveys of Takaka and Motueka Aerodromes.

AIMMS – The requirement that the aerodrome operator records accurate traffic movements was discussed. It was acknowledged that the cost was expensive at approx. \$650 per month but the need to be compliant justifies the extra cost. Stephen Batt to organise.

Spraying – it was agreed to proceed with the Outback Spraying quote and to engage Think Delta for backpack spraying. Stephen Batt to organise.

RM raised that they would like to see the weather monitoring equipment expanded to include a service by NZ Meteorological society. It was agreed that better weather information would make flying safer for all pilots and to proceed with approval to see if they are prepared to supply a service.

## 6. Runway Works

The recent application of FXG to the runway intersection was discussed and the feedback was positive. IO would attempt to clear side of runway with a slasher and report back as to how the ground are looking. IO to action and report back.

Meeting closed at 4.30 pm

Next meeting: – 30 August 2022

### Action Log – 3 March 2023

Action	Assigned to:
Straighten out the fences when the weather is drier	Luke Jacobson
Organise Emergency Services walkthrough with users	Stephen Batt
Send Map of drainage system to members and Council	Luke Jacobson
Grass slash and report on ground condition – cross wind runway	Ian Orange
AIMMS Setup – Discuss with Aeroclub and get installed computer and communication aerials.	Stephen Batt
Fencing Materials – Estimate and costings from ITM	Murray Bensemann

## **Takaka Aerodrome – Managers Report June 2023**

- 1.1 Revenue is slightly above budget - \$104,761 versus \$102,355 (YTD May 2023).
- 1.2 Costs are over budget by \$48,029 due to increased maintenance costs, consultant costs for the OLS survey, and more accurate assignment of staff time reflecting management tasks and reporting.
- 1.3 As a result, EBIDTA is \$45,623 behind budget. The EOY result is likely to be worse as we are awaiting the final invoice for resealing work.
- 1.4 Ryley Fleming has occupied the residential house onsite. It is a good outcome to have an aviation-based person onsite. Ryley has also taken on the regular airfield inspections.
- 1.5 Runway sealing has proceeded on the south-eastern end of the cross runway. The repairs have concluded with Sollis rolling the edge of the sealed runway and remedying the corners at the intersection of the two runways. This has been corrected with FXG and rolled. The feedback from the users has been positive on the works.
- 1.6 The Resource Consent for the land user adjacent to Motueka Aerodrome has closed. There have been many submissions both for and against the consent, 208 in total. A public hearing is to be scheduled with submitters provided the opportunity to speak to their submissions.
- 1.7 The OLS survey has been completed but the surveyor has focussed on Motueka. Once the plans and reports are available for Takaka then we will release them to users for discussion. The AIP will require updating once we are agreed to proceed.
- 1.8 Tasman District Council has agreed on the procedure for updating all the changes at Takaka Aerodrome since the Civil Aviation Act come into force in 1992. Once the above OLS survey data is available then we will send the letter to CAA.
- 1.9 CAR AC139-14 Appendix D sets out the options for a “Simulated Emergency Exercise”. The options are between a full-scale emergency exercise every two years or a series of modular tests over 3 years. This requirement is for Certificated Aerodromes and therefore is not mandatory for Takaka Aerodrome – however, our Operations Manual stipulates following standards equal to that of a certificated aerodrome. For discussions and options, followed by a walk around of the Airfield and access points with Emergency Services.
- 1.10 The Aerodrome is looking great with the work completed on the fence and the cleaning of the statue. Thank you to everyone who contributed to this work.

### **1.11 Summary of Reporting May 2023**

NZTK - 257 Movements in May 2023

### **Movements: Days of Week**

#### Weekday Movements

Mon - 48	Fri - 20
Tue - 47	Sat - 67
Wed - 25	Sun - 23
Thu - 27	

147 Aeroplane movements

110 Microlight moments

*'Movements' above is the total count of ALL movements, including Takeoff, Landing and Touch-and-Go.*