

MINUTES

Motueka Aerodrome Advisory Group

Tuesday 9 July 2024 – 9:30am – 11:30am

Motueka Top10 Holiday Park –

10 Fearson St, Motueka

1. Karakia, Welcome

Present: Councillor Dowler (Chair), Councillor Trindi Walker
Gregory Wood, Stuart Bean, Ian Palmer, David Armstrong

In Attendance: Nick Chin (Tasman District Council Aerodrome Operator), Mareena King
(Enterprise Portfolio Officer), Kathy Ktori (Property Assets Officer)

2. Apologies: Mark Lasenby, Mark Stagg, Stephen Batt

That the apologies be received by the Motueka Aerodrome Advisory Group.

Moved: Greg Wood

Second: Ian Palmer

3. That the minutes of the Motueka Aerodrome Advisory Group meeting held on Wednesday 13 March 2024, be confirmed as a true and correct record of the meeting.

Moved: Stuart Bean

Second: Ian Palmer

4. Action items from the minutes of the previous meeting

- NA

5. Managers' Report and Health & Safety and Financials

5.1 Managers Update

Questions and discussion included:

- New NZ Post building – consent is through, build to begin in the next few months.
- MetService lightning pole location to be confirmed. Pole needs to be in a location that will not interfere with the operations at the aerodrome.
- Update on mowing contractor and NAC accident with stationery aircraft. The two insurance companies are dealing with each other. Council informed their own insurers as a courtesy requirement.

5.2 Health & Safety

- CAA Signage and padlocks have been updated.
- Add an Emergency Services entry sign to an appropriate gate.
- Add site to the Emergency plan and AIP documents as a designated entry point.
- Discussions required with Emergency Services on location of designated landing site and entry point.

- Northern end of runway has been cleaned of the rubber and repainted from previous drag racing events. Costs will be paid by Nelson Drag Racing Association.

5.3 Noise

- Nothing raised

5.4 Financials

- Aerodrome is in the red – mainly due to legal fees from LGOMIA. This is in discussions at present as to why the aerodrome is bearing the costs.
- Extraordinary costs have driven the aerodrome into the red.
- Runway resealing funding is available for the runway within next 2-3 years.

6. AIMM's Reports

That the Motueka Aerodrome Advisory Group receives the Motueka Aerodrome Advisory Group Manager's Report, Financials and AIMMs Reports.

Moved: Stuart Bean

Second: Greg Wood

AIMM's Report

- Landing Charges have been updated as at 1 July.
- Recreational bulk annual fees to be processed and sent out to users who have opted into this.
- AIMMs reports and financial reports need to be presented in confidential due to the commercial sensitivity of the information supplied.

8. General Business

- Discussion around meetings between Takaka Aerodrome User Group and Motueka Aerodrome Advisory Group members once or twice a year. This first meeting invitation will be sent out for December.
- Cr Walker raised concern regarding the notification of Health and safety events. Discussions around governance and operations. As incidences/accidents are operational, therefore Councillors were not required to be informed. However, Nick Chin mentioned in the event of a significant incident or accident, Councillors will be informed via Senior Management.
- Discussion on funding available for resealing the runway and if it was budgeted for. This was responded by Nick Chin that it is in budget for the next 2-3 years.
- Discussion on the Terms of Reference and if changes needed these will go to Council.

7. Leonie Rae – CEO, Tasman District Council - to provide an update on a review of activity at Motueka Aerodrome

Leonie Rae arrived at 10.11am.

Discussion around review of activity, consents and agreements at Motueka Aerodrome.

These discussions included:

- Possible need for resource consents in regards to certain tenants
- Zoning
- A Project Manager has been appointed to oversee the review and be one point of contact for information.
- External legal representation has been appointed by Tasman District Council to review activities and resource consents.
- LGOIMAs – in relation to the Motueka aerodrome discussed. These discussions included the costs relating to LGOIMAs and how this affects aerodrome finances. Concern was raised regarding further costs going forward.
- Discussions around airport designation as a strategic asset and designation under emergency/disaster scenario and if this was part of the activity investigation.
- Discussions around why the Tasman District Council did not put abatement notices on itself. As the Tasman District Council are voluntarily trying to correct the issue therefore avoiding an abatement notice from the Environmental Assurance Team.
- Discussion on previous historical aircraft accidents and reporting process. Notification is required to CAA depending on severity. As Motueka Aerodrome is an uncontrolled aerodrome it is up to the pilot to report to Tasman District Council and CAA.

CEO left meeting at 10.48am

Action items from June Meeting

Action	Status	Person
Arrange a meeting with the Cliftons.		Cr Dowler & Stephen Batt
Report back on the colour of the building.		Mareena King
Meeting to be arranged with Met service and location of the lightning pole.		Stephen Batt
Arrange meeting with Emergency Services to discuss specific landing area, gate entry, signage and update in the AIP.		Nick Chin Stephen Batt
Gate by Argus Aviation Hangar generally requires a spring to keep the gate closed.		Stephen Batt
Parachute landing site to be updated on AIP. Stuart to send a copy of the parachute licence to show the area.		Stuart Bean
Recreational bulk annual landing fees to be actioned for billing.		Mareena King

MAAG group to email Nick Chin with any changes to the Terms of Reference.	Responses required by end July	Nick Chin
Arrange a meeting with TAUG and MAAG members in December.	Decision on location of meeting tbc	Mareena King
Detailed YTD financials to be provided to MAAG members.	PNL to be emailed to MAAG members	Nick Chin
Invite Martin Brown to the next MAAG meeting as discussed by CEO.		Nick Chin
Invite Martin Brown to the next MAOS meeting as discussed by CEO.		Nick Chin
Investigate if Motueka Aerodrome is a Strategic Asset. Present to MAAG and Council.		Nick Chin
Send Jan – June AIMMs reports to Stuart Bean for an audit of aircraft movements.		Nick Chin

8. Closing Karakia

Meeting closed at 10.55am